

# BUSINESS SERVICES LEADER

## CAREER OPPORTUNITY



Clark Regional Wastewater District (District) seeks an experienced manager to lead part or all of the Business Services team and help restructure and grow its internal business operations. An exciting opportunity awaits a management professional to serve the community and assist the District in achieving its strategic goals and objectives.

### ASSIGNMENT

To facilitate the recruitment of an ideal candidate, placement is available into one of three positions based on the individual's demonstrated competency and the responsibilities assigned.

Position	Program Areas Experience	Salary Grade
Assistant Manager – Business Services	8-10	21
Business Services Director	6-8	19
Business Services Manager	4-6	17

### KEY RESPONSIBILITIES

- Develop and implement business plans, assess programs, identify opportunities, and improve service delivery.
- Advise the General Manager and Board on policy development and regulatory compliance.
- Provide leadership and manage daily operations of the assigned programs.
- Supervise and manage staff and consultants.
- Represent the District in interactions with partner and regulatory agencies, stakeholders, customers and the public.

### IDEAL CANDIDATE

- Professional – Successfully apply fundamental business principles and practices within a specific operating context.
- Collaborative - Work effectively with individuals with varied backgrounds and interests.
- Strategic - Evaluate and implement innovative approaches to achieve desired program goals and objectives.
- Efficient and Effective –Respect the customers’ fundamental value for efficient and effective solutions.
- Leading – Motivate and develop individuals and teams of people
- Communicator – Clearly and concisely express oneself and effectively convey complex and technical information.



### QUALIFICATIONS

Any combination of education and experience that provides the requisite knowledge, skills and abilities. Typically, this can include:

- Bachelor's or Master's degree in business administration or related field
- Progressively responsible business, managerial and leadership experience

### COMPENSATION

Salary Grade	Salary Range		
	Starting Salary (DOQ)		
21	\$13,872/mo	\$15,861/mo	\$18,136/mo
19	\$11,893/mo	\$13,598/mo	\$15,548/mo
17	\$10,196/mo	\$11,658/mo	\$13,330/mo



## COMPENSATION & BENEFITS

The District provides competitive compensation and benefits, including:

- 100% employer-paid medical, dental and vision (employee and family)
- Paid vacation, sick leave and holidays
- Public Employee Retirement System (PERS)
- Flexible Spending Account (FSA)
- Education and training
- Basic life insurance
- Long-term disability
- Relocation expense reimbursement for eligible applicants

## WHY JOIN THE DISTRICT?

- **A professional utility.** An industry leading utility devoted to serving its growing customer base with professional staff and services.
- **A great place to work and live.** You'll find a healthy work/life balance, along with affordable homes, a variety of outdoor activities, impressive school districts, and a foodie's paradise nearby. Recreational opportunities abound within an hour drive to the mountains or the coast.



- **A passion for the community.** Whether growing food together, presenting at public safety fairs, or participating in local parades, the District and its employees strive to give back and engage the community.
- **The chance to make a difference.** Our workplace is big enough to make things happen, but small enough to celebrate the contributions of each employee.



## JOIN OUR TEAM

**For more information and to apply, visit:**  
[www.crwwd.com/jobs](http://www.crwwd.com/jobs).

For questions, contact:  
Kim Gribner, HR Specialist  
360-360-5303  
kgribner@crwwd.com

*Equal Opportunity Employer.*

## ABOUT THE DISTRICT

The District's mission: Provide customer-focused, professional wastewater services in an environmentally and financially responsible manner.

Formed in 1958, the District provides reliable, affordable service to more than 125,000 people, while promoting economic development and protecting public health and the environment.

Ensuring residents have access to high-quality sewer service at competitive and stable rates is important. The District achieves this through proactive planning, sound financial management, and a regional approach to governance and service delivery.

Recognition and awards:

- GFOA Distinguished Budget Presentation Award, 2016-2024
- GFOA Certificate of Achievement for Excellence in Financial Reporting, 1988-2023
- *Vancouver Business Journal* inaugural Catalyst Award in 2015 for DCWTS
- Governor's Smart Communities Award in 2013 for Alliance Formation
- APWA Accredited since 2005

