

Job Title: TUID General Manager

Effective Date: Open until filled

Background:

Ticaboo Utility Improvement District (TUID) manages, operates, and maintains a power and utility infrastructure micro-grid providing electricity, culinary water, wastewater, and solid waste services to the community of Ticaboo, Utah. Ticaboo, Utah is a small community of 25 residents founded in the late 1970s as part of the Uranium mining industry and is located in Southeastern Utah, in Garfield County. It is a very remote, resource-limited working and living environment.

Location:

Ticaboo and the TUID General Manager position is located at Highway 276 MM 28, Ticaboo Utah, 84533. The nearest small town, Hanksville, Utah, is 60 miles away. The nearest larger cities are Salt Lake City, Utah (285 miles - 4.5-hour drive time), and Grand Junction Colorado, (230 miles - 3.5-hour drive time).

Reports to:

The TUID General Manager reports to the TUID Board of Trustees via written reports, public and private meetings utilizing Roberts Rules of meetings, phone, and in-person conversations and meetings.

General Job Summary:

The position of TUID General Manager requires specific and varied skills. A successful candidate will have both the technical expertise to manage essential utility services, and administrative skills to perform and manage billing, funding, budgeting, conduct public meeting, and ensure compliance with local, state and federal rules. The mental and physical capacity to live and work in a very remote, off-the-grid, rugged environment, daily, is also essential to success in this role.

The TUID General Manager is responsible for providing electricity, water, and solid waste services to the Ticaboo community and its businesses, and managing employees, vendor/contractor relationships, government, and regulatory requirements and schedules and additional executive duties seeking growth and sustainability, working with the private sector, and public/government partners.

Duties/Responsibilities:

- Ensure uninterrupted utility services.

- Complete maintenance and inspections of the diesel generators, solar panels, and other power grid components, water and sewer installations, etc. according to approved maintenance and inspection schedules.
- Perform regular power usage reading and calculations to ensure efficient operation of the generators.
- Perform repairs as needed.
- Procure fuel and other supplies as needed to ensure uninterrupted service.
- Ensure compliance with all local, state and federal regulations, including all required sampling and testing within required schedules.
- Operate the landfill, according to relevant disposal guidelines and ensure the facility is available to the public at the published times.
- Facilitate accurate electrical meter readings and billing on a regular monthly basis.
- Communicate with Board and regulatory entities on demand via phone, email, virtual or in-person meetings.
- Create district budgets and ensure all spending is approved.
- Work with the Board of Trustees on mid to long term strategic goals

Supervisory Responsibilities:

- Recruit, hire, train, and monitor the performance of approved staff as needed.
- Work professionally with contractors, the board of trustees, and related government and private sector entities involved in the operation, inspection, and oversight TUID and related business.
- Supervise, inspect, and verify all work done by outside contractors.
- Manage the district finances, billing, vendor payments, funding, and audits.

Required Skills/Abilities:

Practical and Mechanical skills:

- Experience running operations providing power (diesel and solar) and water services in a remote, resource-limited environment.
- Experience in project management required (construction, infrastructure, and related)
- Understanding of the principles of electricity, electrical grids, water wells, and distribution, plumbing, wastewater, and solid waste management
- Ability to assess if a repair can be completed onsite or requires a licensed professional.

Certifications:

- Current OSHA 30 certification (including HAZWOPER certification) and 5 years of experience in Quality Health Safety Environment (QHSE) practice and administration.
- Current certification and/or the ability to attain (within 30 days of hire) Utah Water Operator certification, wastewater operation and cross connection certification, and additional certifications required by the role.
- Ability to seek out and pass associated exams and tests for certifications, CEUs, and new skills/certifications on time as required by regulations.

Business, Financial and Accounting skills:

- Financial management skills, including creating capital and operating budgets, managing billing and operating accounts, accounting and financial analysis skills, and the ability to handle payroll and worker's comp issues.
- High computer literacy, including Microsoft office suite, website management.
- Grant writing skills.
- Strong analytical and problem-solving skills
- Excellent communication (verbal and written) and customer service skills

Working and living environment abilities:

- Ability to function and live daily in a high-paced stressful environment with limited resources, often out of doors in hot and cold weather.
- Ability to handle complaints and emergencies in a calm directed manner to solve either in a quick, professional manner.
- Ability to self-manage, prioritize, delegate and work productively without daily oversight in a board reporting relationship.

Education and Experience required:

- Four-year college degree in a relevant field
- Five years of experience in infrastructure inspection, upkeep and maintenance, and diesel generated power management and distribution.
- Experience in mechanical/engine diagnosis and repair and the use of diagnostic software
- Experience working with government agencies, and completing scheduled/unscheduled inspections, tests, and compliance issues.
- Experience in management and business financials (including budgeting).

- Experience in project management (construction, infrastructure, and related).
- Experience in grant writing and seeking public funding.
- Experience in Roberts Rules of meetings and participating in board meetings and public hearings.
- Familiarity with Utah Code UCA 17-B
- Experience in conducting business operations within guidelines of Federal and State government, statutes, and laws including DEQ and EPA.

Physical Requirements:

- Ability to lift 50lbs .
- Ability to stoop, squat, kneel, walk and stand for long periods of time.
- Ability to work and function in often extremely hot and cold outdoor conditions.
- Ability to work safely in loud, dangerous environments (using required PPE).

Eligibility for offer/ hire requirements:

- Must submit to and successfully pass a multi-panel drug screen, criminal background check, and consumer credit report.
- Must have a valid Driver's license and pass an MVR check.
- Must be legally eligible to live and work in the United States and the State of Utah

Compensation:

- Depending on Experience