

## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

e-mail address for applications: [jobs@tceq.texas.gov](mailto:jobs@tceq.texas.gov)  
Physical Address - 12100 Park 35 Circle, Bldg. A  
Mailing Address - P.O. Box 13087/MC-116  
Austin, Texas 78711-3087  
(512)239-0102



**Internet:** [www.tceq.texas.gov](http://www.tceq.texas.gov)  
**Fax:** (512)239-0111

**State Title:** Program Supervisor VI  
**Functional Title:**  
**Job Posting:** 16229  
Monthly Salary: \$4598.66 - \$5851.03  
Salary Group: B23  
Posting Date: 04/13/2016  
Close Date: 04/28/2016  
Section/Division: Public Drinking Water Section/ Water Supply Division  
Work Location: 12100 Park 35 Circle, Austin, TX 78753  
Openings: One(1)  
Position #(s): 4620

### **Job Description:**

Supervises the Drinking Water Inventory & Enforcement (DWIE) team of the Texas Commission on Environmental Quality. Supervises team activities, including personnel management functions which involves interviewing, hiring and developing staff, performance management, etc.; make recommendations to management on program, operational, and staff needs. Develops, implements, evaluates, and refines procedures for implementation of the public drinking water compliance monitoring and enforcement referral programs, which includes evaluation of state-wide drinking water issues and providing regulatory guidance on rule interpretations and program operations. Confers with and advises key staff and management on policies, procedures, rules, guidelines, and technical requirements for the chemical and microbiological quality of drinking water in Texas. Provides technical support and assistance to regional and central office staff, other state agencies, public water systems officials, and the general public. Initiates, develops, and oversees various professional service contracts.

**Military Occupational Specialty (MOS) Codes:** 001810, 2605, 2615, 3A100, 0101, 018, 3043, 001815, and 2163

### **Minimum Qualifications:**

Experience in the administration of a program relevant to assignment.

OR Graduation from an accredited four-year college or university (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION) with major course work in a field relevant to assignment.

### **Preferred Requirements:**

Experience in personnel management (hiring, training, appraising, and/or directing the work of staff).  
Experience working with the regulatory requirements and/or technical aspects of public water systems.

### **Special Requirements:**

Moving up to 25 pounds of office supplies.  
Traveling up to 20% of the time.

### **Condition of Employment:**

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

Submit a standard State of Texas application for **each job posting** to the Texas Commission on Environmental Quality, Human Resources & Staff Services (HRSS) office by 5:00 p.m. on the closing date. A signed faxed or emailed copy is acceptable. In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance.

Texas Commission on Environmental Quality is an Equal Opportunity Employer