



Work Group Manager, Technical Services

Annual Salary Range:

\$245,283.17 - \$321,934.29

Now Accepting Applications



USD TREAT
PROTECT
PRESERVE
est. 1918
TRI-CITY WASTEWATER

Our Mission

To safely and responsibly collect and treat wastewater, and to recover resources from process waste streams, while protecting human health and improving the environment in a way that benefits the Tri-Cities and all USD stakeholders

THE OPPORTUNITY

Reporting to the General Manager, the Technical Services (TS) Workgroup Manager manages the TS Workgroup, including the development and implementation of workgroup and team goals, objectives, and District priorities; and advises on a variety of engineering, technical services, customer service and environmental compliance issues. The workgroup has 31 full-time positions.

This is a senior management level classification responsible for a wide variety of comprehensive functions and/or programs related to the engineering, technical services, customer service and environmental compliance needs of the District. The TS Workgroup Manager works directly with the General Manager, Board of Directors, and Executive Team to develop, implement, and manage District-wide goals, objectives and strategic planning set forth by policy, ordinance, and Board approval.

USD'S SERVICE AREA

Union Sanitary District (USD) serves the cities of Fremont, Newark, and Union City in the San Francisco Bay Area - a total population of over 348,162. The Tri-Cities are located in the San Francisco East Bay, midway between the metropolitan areas of Oakland/San Francisco and San Jose/Silicon Valley. Highways 680 and 880 are major freeway arteries through the area, while transit commuters are served by Bay Area Rapid Transit (BART) stations in Union City and Fremont. The area boasts a culturally diverse population and attracts many industries, including advanced manufacturing, clean tech, and life sciences. Some of the area's largest employers include Tesla, Western Digital, and LAM Research. The Tri-Cities are within 30 miles of the world-renowned higher education institutions of Stanford and UC Berkeley, and residents enjoy nearby amenities such as popular city parks, the East Bay Regional Park system, and Don Edwards San Francisco Bay National Wildlife Refuge. Celebrated for its entrepreneurship and natural beauty, the Bay Area is enhanced by a rich commercial, retail, cultural, intellectual, artistic, and neighborhood atmosphere. In addition to professional ballet, symphony, opera, and theatre, the Bay Area has outstanding restaurants, museums, healthcare, schools,

universities, and teams from all professional sports leagues.

THE ORGANIZATION

Union Sanitary District is an innovative independent special district formed in 1918 providing wastewater collection, treatment, and disposal services. USD has an excellent reputation in the Bay Area, and in the broader wastewater industry as being a well-run, stable organization that balances innovation and creativity with sound business practices.

USD is governed by a five-member Board of Directors elected from the Tri-Cities. USD's service area is 60.2 square miles. USD is responsible for operating and maintaining over \$738 million worth of assets, which include a 33-acre treatment plant, seven pump stations, and 839 miles of collection and conveyance pipelines. In 2025, the District treated an average dry weather flow of approximately 24 million gallons per day (MGD) and the plant has a total average dry weather capacity of 33 MGD. The District's FY 2026 operational budget is approximately \$62 million with a total budget of \$156.9 million. The 20-year capital budget plan is currently forecasted at \$1.55 billion. The District employs 149 staff and is organized into five workgroups which include Treatment

and Disposal Services; Collection Services; Fabrication, Maintenance, and Construction; Technical Services; and Business Services.

USD is a team-based organization, and its teams embody the District's commitment to collaboration. Professional, technical, and field operations employees are organized into teams led by a "Coach", or frontline manager. Team members have input into key decisions that affect their daily work lives and often have decision-making authority over these issues, e.g., equipment purchases, training, budgets, and work schedules.

All of USD's teams strive to provide excellent customer service to both internal and external customers. Employees at all levels participate in task forces and committees to address District-wide issues, resulting in increased cooperation among different disciplines and greater appreciation for each other's expertise.



In addition to the aforementioned experience and requirements, the District's leadership has identified the following additional qualities as important criteria to be utilized in the selection process:

THE IDEAL CANDIDATE

- Be skilled in addressing strategic, management, and organizational issues.
- Manage effectively in a team-based organization that values customer service, employee involvement, and continuous improvement.
- Be both a technical expert and an outstanding manager of people and resources.
- Have a history of, and demonstrated ability to, make decisions on matters such as personnel issues, project alternatives, and budget expenditures.
- Practice clear, honest, two-way communication and promote openness, mutual respect, and collaborative working relationships.
- Communicate effectively with the Board of Directors, other governmental agencies, and the public.
- Possess excellent verbal, presentation, and written communication skills.
- Encourage initiative, creative problem-solving, innovation, and out-of-the-box thinking; exhibit adaptability when implementing change; share information to create improvements.
- Act as a trusted and confidential advisor to the General Manager.

EDUCATION & EXPERIENCE

- Bachelor's degree with major coursework in civil, sanitary, or environmental engineering, or a closely related field
- Ten (10) years' of progressively responsible experience in environmental engineering
- Five (5) years' experience in managing, supervising or directing the work of environmental professionals.
- A master's degree is highly desirable.

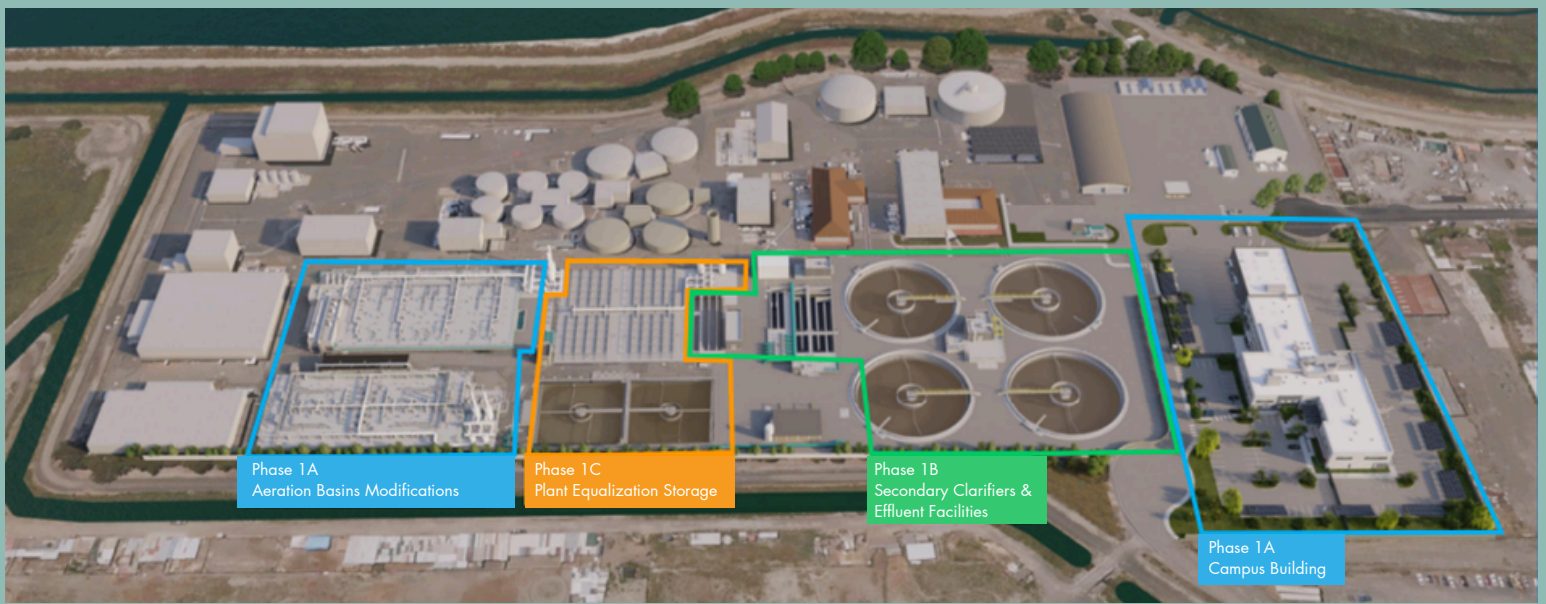
LICENSES, CERTIFICATES, OR CREDENTIALS

- Must possess valid California registration as a Professional Civil Engineer.
- Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles.

KEY RESPONSIBILITIES

- Manages capital improvement planning, budget, and technical staff development while overseeing key programs including industrial pretreatment, developer permitting, pollution prevention, and sewer service charges.
- Develops and enforces District-wide safety policies, procedures, and initiatives; participates in serious accident investigations; and ensures regulatory compliance across collection system operations.
- Reviews plans and specifications for treatment and collection system projects, directs construction inspection, maintains GIS database oversight, and supports resolving customer concerns.
- Plans, develops, and implements goals and objectives for the Technical Services Workgroup; prepares and administers internal policies and procedures related to the Technical Services program activities; interprets and explains applicable rules, laws, and regulations to Executive Team, Coaches, and others.
- Serves as engineer in charge responsible for all engineering designs completed by District staff.
- Negotiates agreement with developers; procures and manages various technical and professional consultants; oversees negotiation for property and right-of-way acquisitions.
- Serves on a variety of standing and ad-hoc committees and District committees while providing leadership to those efforts.
- Represents the District at regional and local meetings, inter-agency coordination efforts, and public presentations; builds positive relationships with internal teams, government entities, and the community.





COMPENSATION & BENEFITS

The annual salary is **245,283.17 - \$321,934.29**. Actual starting salary will depend on qualifications and experience.

USD offers a comprehensive and competitive benefits package including:

- CalPERS retirement 2.5% at 55 formula. (If new to CalPERS or not from an agency with reciprocity with CalPERS, the formula is 2% at 62 by pension reform law.)
- Medical, dental and vision insurance substantially paid for by the District for the employee and family.
- Deferred compensation matching up to \$4,200 per year.
- Administrative leave of 64 hours per year, and vacation starting at two weeks per year.
- Retiree medical benefits up to \$600 per month depending on years of service.
- Work schedule options are a standard 40-hour schedule or a 9/80 schedule.
- District paid short-term disability, long-term disability, and life insurance programs.

APPLICATION & SELECTION PROCESS

The final filing date for this position is **August 17, 2026**.

To be considered, please submit your cover letter, resume, and six professional references (who will not be contacted in the early stages of the recruitment). Your resume should reflect size (staff/budget) and scope of recent responsibilities, as well as years and months with beginning/ending dates of positions held.

Submit your application materials online by visiting:
<https://www.governmentjobs.com/careers/unionsanitary>

Following the final filing date, resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to participate in the interview process.

In-Person Qualifications Appraisal Interviews are scheduled for **September 1, 2026**. Final interviews are tentatively scheduled for the week of **September 14, 2026**. A final selection will be made upon completion of comprehensive reference and background checks.

Visit the Union Sanitary District website:
unionsanitary.ca.gov

The Union Sanitary District is an equal opportunity employer encouraging workforce diversity.

