



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
JOB OPPORTUNITY ANNOUNCEMENT
Affirmative Action/Equal Opportunity Employer/Drug-Free Workplace**

JOA #: 21-01 **Position #:** 411009 **Posting Date:** 10/15/20 **Application Deadline:** Until filled
Position Title: Hydrologic Data Services Program Manager **Starting Salary:** \$ 62,300.00
Job Location: Headquarters - Midway, FL *Located 10 miles west of Tallahassee on Hwy. 90*

Minimum Qualifications:

Graduation from an accredited college or university with a bachelor's degree in geology, engineering, environmental science, physical/biological science or related field and six years of directly related experience, or a master's degree in these fields and four years of experience. Budgetary experience and excellent organizational and writing skills.

Special Abilities:

Demonstrated project management skills and ability to provide guidance and supervision to staff. Knowledge of field data collection techniques and associated equipment. Thorough knowledge of hydrologic systems and the chemistry of natural waters. Familiarity with data entry, data analysis methods, development and management of databases.

Description of Position:

This is an experienced, professional position which entails supervision of personnel and projects related to the District's water resources data collection activities and programs administered for the purpose of protecting, restoring and preserving the ground and surface water resources of the District.

- Supervises, evaluates, and conducts professional training of Hydrologic Data Services personnel.
- Organizes, supervises, and ensures the timely completion of all District hydrologic and water quality data collection activities, including purchase, installation, operation and maintenance of data collection equipment including telemetry.
- Prepares project proposals, budgets, and scopes of work for projects and activities involving field data collection.
- Manages the District's hydrologic recorder, surface water level, discharge, and water quality databases and coordinates with District IT staff, as needed, to implement database improvements.
- Maintains online access by the public to District data and reports via the web portal.
- Maintains Division watercraft and field vehicle pool.
- Produces technical, data summary, and assessment reports covering the water resources of the NFWMD.
- Provides technical assistance as needed to the public, District personnel, local governments, and other agencies.
- Serves as the District representative on multi-stakeholder hydrologic and water quality monitoring groups and at other meetings or functions as instructed by the Bureau Chief or Division Director.
- Promotes teamwork across Divisions, Bureaus and Programs and provide superior customer service to the citizens of Florida.
- Assists the Bureau Chief and Division Director, as directed, in management activities, such as budget preparation.
- Performs other duties as assigned.

How to apply: Submit a Northwest Florida Water Management District Application and resume to: human.resources@nfwwater.com ; or fax to 850.539.2777; or mail to 81 Water Management Drive, Havana, FL 32333

NOTICE TO APPLICANT: We hire only U.S. citizens and lawfully authorized alien workers. If you need an accommodation in order to participate in the application/selection process, please notify the Office of Human Resources at (850) 539-5999 in advance.

A separate application must be submitted for each Job Opportunity Announcement indicating the position number and title for which you are applying. Applications must be received in the Office of Human Resources by 5:00 p.m. of the deadline date in order to be eligible for consideration. Preference will be given to certain veterans and others related in accordance with Chapter 295, Florida Statutes, Veterans Preference Law. Applicant must provide the required proof of preference at the time of submitting an application for a vacant position. Males between the ages of 18 and 26 are required to provide proof of Selective Service Registration prior to employment or promotion.