



November 24, 2025

LNVA is accepting applications for the position described below.

LNVA IS AN EQUAL OPPORTUNITY EMPLOYER.

JOB TITLE: LNVA-NRTP Technical Assistant

SUMMARY OF POSITION

The LNVA-NRTP Technical Assistant is responsible for assisting the NRTP management and supervisor staff with development and implementation of administrative, accounting, regulatory permitting and compliance, safety, operational, and maintenance activities associated with the North Regional Treatment Plant.

ORGANIZATIONAL RELATIONSHIPS

1. Reports to: Utilities Manager
2. Directs: Assists Operations, Maintenance, and Laboratory department supervisors with oversight of employees in their absence.
3. Other: Has regular contact with Authority employees, User representatives, other governmental entities, vendor representatives, and outside consultants.

EXAMPLES OF WORK

Essential Duties

The primary duties of this job are summarized below, subject to guidelines and approvals set out by the Standard Operating Procedures or other instructions from the Utilities Manager.

Assist Utilities Manager with:

- development of annual NRTP O&M and Capital Budget proposals.
- development, implementation and periodic review of NRTP administrative, operations, laboratory, safety, emergency response, and maintenance Standard Operating Procedures.
- development and submittal of NRTP regulatory permit renewal applications.
- monitoring and ensuring compliance with regulatory permits
- long-range planning and development of programs and projects designed to maintain or enhance integrity of treatment system and infrastructure.
- review of Federal Register, Texas Register and other regulatory publications to monitor applicable proposed and adopted regulations.
- development of recommendations to User representatives for potential improvements in water management programs and other projects designed to reduce load to the NRTP.

Assist Assistant Utilities Manager with:

- coordination of special circumstance process operation activities to ensure facility remains in compliance with TPDES Permit operating requirements and effluent discharge limits.
- monitoring long-term plant process performance and operating trends, determining operating targets and limits, and developing cost-effective programs for process chemical and equipment utilization.
- development and submittal of RCRA Biennial Report, NESHAP Reporting, Annual Waste Summary, RCRA Groundwater Detection Monitoring sampling and reporting, Air Emissions Inventory modeling and

reporting, SARA Title III TRI reporting, SARA Tier II reporting, Source Reduction/Waste Minimization Plan and Progress Reports.

Assist Maintenance Supervisor with:

- special maintenance project planning, scope of work development and scheduling.
- evaluation of equipment inspection, performance and reliability programs.
- coordination of plant safety programs, HAZCOM Program, RCRA HW Permit unit post-closure care inspections, and annual OSHA Noise Survey.

Provide supplemental assistance to all plant departments as requested, including departmental supervision relief and on-call assignments.

Other Important Duties

- Performs other duties as may be assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: the operations, maintenance and regulatory requirements associated with an industrial wastewater treatment plant.

Skills in: preparing O&M and capital budget proposals, cost projections and cost-benefit analyses; managing complex projects; development and presentation of process operations, maintenance, safety, HAZ COM, and RCRA training programs; and evaluating and instructing staff.

Ability to: plan, organize, and manage multiple projects and priorities while working independently or in a team; analyze problems, evaluate alternatives, and make sound decisions and recommendations; establish and maintain effective working relationships with others; and interface with User Project Engineers in the development and implementation of water management, transportation system, and treatment plant projects within the User facilities and the NRTP; proficiently operate computer using all Microsoft Suite products; demonstrate proficiency in both oral and written communication, understand and follow, as well as issue, verbal or written instructions; develop and complete written reports as needed; maintain accurate records, establish and maintain effective working relationships with customers, employees, outside agencies, and consultants, and able to work in a refining and petrochemical work environment.

ACCEPTABLE EXPERIENCE AND TRAINING

B.S. Degree in either Engineering, Chemistry, Environmental Science, Biology, or other earth science discipline and at least two (2) years of water or wastewater treatment operations supervisor level experience; or any equivalent combination of experience and training that provides the required knowledge, skills, and abilities.

CERTIFICATES AND LICENSES REQUIRED

Valid Texas Driver License

PAY GROUP C7:

Pay Range - \$121,457.60 - \$176,900.00

FLSA: Exempt

CLOSING DATE:

July 31, 2026 or until filled, whichever comes first

If interested, submit a completed application (resume and/or statement of qualifications can be attached) to:

Lower Neches Valley Authority
Attention: HR Director
7850 Eastex Freeway, Beaumont, Texas 77708