



## GENERAL MANAGER

Forest Lakes Mutual Water Company

Felton, California

\$108,000 - \$150,000 annually

Excellent Benefits including medical, dental, vision, IRA, PTO

The General Manager provides overall direction of activities and functions of the Company in accordance with policies adopted by the Board of Directors. In addition to the day-to-day management of the Company, the General Manager is responsible for representing Forest Lakes in all manner of public and private affairs on a local, regional, and statewide basis.

Principal responsibilities of the General Manager include the following:

- Directing and managing the construction and maintenance of water infrastructure including wells and distribution and treatment facilities
- Ensuring strict compliance with applicable regulations, including the Company's fire protection reservoir
- Maintaining private roads and recreation facilities operation
- Providing excellent customer service and diplomatic community relations
- Performing administrative, legal, financial, and human resources functions
- Implementing the Board-approved strategic plan
- Representing the Company on all inter-agency matters
- Preparing for and attending monthly Board meetings and ad hoc committee meetings
- Directing staff on policies, procedures, and company operations
- Monitoring legislation, industry trends, and issues affecting the Company and community

While FLMWC operates in similar fashion to and must abide by many of the same regulations as governmental entities such as water districts or towns, the Company is not a local government, making this a unique opportunity for CalPERS (PERS) retirees who wish to continue their career working for a private entity without annual hours restrictions such as those required by PERS

The minimum qualifying education and experience include the following: Possession of a high school diploma plus at least two years of progressively responsible experience in managing and supervising employees. Experience in construction trades and the water utility field is highly desired, as is post-secondary education and familiarity with public or private water agencies, and other relatable experience such as negotiating/administering contracts for services.

The recruitment is considered open until a final selection is made. However, interested candidates are encouraged to apply by November 3, 2024 for early consideration. Employment by the Company is contingent upon passing a background check.

To be considered for this position, candidates must submit a cover letter and resume to [hrforestlakes@gmail.com](mailto:hrforestlakes@gmail.com). Candidate resumes will be screened by the Company's Human Resources Committee. The Committee will also conduct initial interviews with promising candidates, either virtually or in person. Finalists will be invited to additional in-person interviews to be held in a Board executive session not open to the public. The recruitment is considered open until a final selection is made. However, interested candidates are encouraged to apply by November 3, 2024 for early consideration. Employment by the Company is contingent upon passing a background check. Confidential inquiries are welcome. Please contact Pete Gonda, Board President, at 831-345-0025. Alternatively, a preliminary discussion may be arranged by sending an email to [pgonda@gmail.com](mailto:pgonda@gmail.com).