

CRESTVIEW MUTUAL WATER COMPANY



328 Valley Vista Dr.
Camarillo, CA 93010

General Manager Position

About Crestview

Crestview Mutual Water Company, established in 1950, is a non-profit, shareholder-owned utility dedicated to providing a reliable supply of high-quality water at competitive costs. With its own local system of wells and infrastructure, Crestview serves approximately 625 connections in the Las Posas Estates area of Camarillo, within the County of Ventura California. The company is overseen by a Board of Directors comprised of elected shareholders and currently employs an Interim Business Manager along with four full-time staff (three in the field and one in the office).

Position Overview

Crestview seeks a full-time, dedicated General Manager to oversee employees and manage the day-to-day operations of the company. This role is responsible for all operations, policy, strategies, administration, and the welfare of the company and reports to the President of the Board of Directors.

Experience and Qualifications

- **Leadership and Management:** Strong understanding of effective leadership, management, and supervision principles and practices.
- **Water Systems Management:** Experience in managing maintenance, operations, structure, and function of water distribution systems.
- **Financial Acumen:** Proficient in budget development, analysis, and financial strategies.
- **Strategic Planning:** Comfortable with managing long-range planning and strategies.
- **Regulatory Knowledge:** Familiarity with regulatory and legal requirements of a mutual water company.
- **Public Representation:** Ability to professionally represent Crestview in public and private functions.
- **Experience:** Solid business acumen with over 5 years in a similar position.
- **Advisory Role:** Capable of advising the Board on issues, events, and regulations that may impact Crestview.



Example of Duties

- Provide expert advice and recommendations to the Board President for policy implementation.
- Oversee planning, budgeting, financial control, reporting, and shareholder communications.
- Prepare materials and manage agendas, reports, and minutes for monthly Board meetings.
- Develop and evaluate policies and procedures to ensure efficient service levels.
- Supervise and evaluate Administrative and Operational staff, reporting recommendations to the Board.
- Prepare and present reports, maintaining accurate records.
- Oversee regulatory permit preparation and review.
- Manage relationships with shareholders, local water districts, and trade organizations.
- Maintain infrastructure and participate in long-term capital improvement planning.
- Provide a vision for the future direction of the company.

Benefits and Compensation

- **Health Insurance:** Crestview provides paid medical and dental insurance premiums for employees and dependents.
- **401K Package:** Includes generous company-paid contributions.
- **Retention Payment Program:** Designed to reward longevity.
- **Vacation Policy:** Competitive.
- **Holidays:** Twelve (12) paid holidays.
- **Sick Leave and Other Benefits:** Inclusive of education and certification reimbursement.

Compensation: Starting at \$130,000, increased based on qualifications related to water utility management experience and education/certifications.

Note: The position requires full dedication with no outside business ventures or employment. All work is conducted on-site at the Crestview office.

Application Process

Interested candidates should send a brief cover letter and resume to: ademartini@crestviewwater.org

Crestview Mutual Water Company is an equal opportunity employer and does not discriminate on the basis of race, religion, age, color, sex, sexual orientation, gender, national origin or disability