



PORT O'CONNOR IMPROVEMENT DISTRICT

DISTRICT ENGINEER - JOB DESCRIPTION

Texas Registered Professional Engineer with a minimum of 5 years' experience in the public water/wastewater industry.

Job Summary:

The Engineer typically demonstrate intermediate knowledge of the concepts, practices and procedures related to the operations of a Texas public water and wastewater system.

Typical Duties and Responsibilities:

- Prepare Engineering Reports and attend Municipal Utility District meetings.
- Assist in the preparation of Bond Application Reports.
- Development and Implementation of an Asset Management Plan
- Preparation of water and sewer rehabilitation plans as well as Capital Improvement Schedules (CIP).
- Investigate and evaluate practical applicability of theories and engineering principles basic to the development and improvement of various engineering systems; solve complex and detailed problems.
- Conduct investigations and assist in development of new concepts to solve unique problems.
- Write technical reports, documents, designs and produce oral/written presentations based on the results of investigations and surveys.
- Perform tasks of a larger scope and lead specific tasks within the project scope.
- Interact in a collaborative manner with other team members, staff, and clients to accomplish organizational goals; may provide ideas to improve efficiency at group level; network within and beyond own technical peer group.
- Participate on a design team in the preparation of design documents and cost estimates in varying stages for minor to standard engineering designs.
- Lead development of in-house designs for projects of moderate scope.
- Assist in the oversight of the construction of such projects.
- Assist in preparation of project scope of work; assist in preparation of and maintaining design of construction schedules and budgets
- Provide support throughout the project and provide status updates throughout project life
- Serve on committees as needed and monitor the professional development of designers.
- Provide professional consultation to company personnel requiring engineering advice or direction.
- Assist with analysis and evaluation of products for company use.
- Provide input into the development and documentation of specific company design standards for use by all professionals working on company design projects.

Knowledge, skills and abilities:

- Engineering and Technology — Knowledge of the practical application of engineering science and technology. This includes applying principles, techniques, procedures, software and equipment to the design and production of company services.
- Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Complex Problem Solving — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- Dependability — Job requires being reliable, responsible, and dependable, and fulfilling obligations.
- Attention to Detail — Job requires being careful and thorough about detail in completing work tasks.
- Analytical Thinking — Job requires analyzing information and using logic to address and formulate alternative solutions to work-related issues and problems.

Work Environment:

- This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.
- The performance of this position may occasionally require exposure to the construction areas, which may require the use of personal protective equipment such as safety glasses with side shields and mandatory hearing protection, etc.

Education, certification and experience:

- 5 + years related experience.
- Bachelor's Degree (or higher) in Engineering or related discipline or an equivalent combination of education and experience.
- Required Certifications, Registrations or Licensure: PE license preferred.
- Valid TX Driver's License and ability to operate a motor vehicle may be requested.

Physical Requirements:

- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- This is largely a sedentary role. While performing the duties of this job, the employee is regularly required to communicate both orally and in writing.
- The employee is occasionally required to move about the office to utilize office productivity machinery as well as maneuver through construction sites safely.
- May require the ability to position his or herself to lift files, open filing cabinets and bend or stand on a stool as necessary.
- The employee may be required to lift and/or move up to 10 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

The above statements are intended to describe the general nature and level of work being performed by the person assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, skills, and physical demands and may change at any time with or without notice.

Industry

- Civil Engineering – Water and Wastewater

Employment Type

Full-time or Part-time

Job Functions

- Engineering

Pay range \$130K to \$140K with excellent benefit package!