

UTILITY ENGINEER

FLSA Status: Exempt

CLASS SUMMARY

Performs professional engineering work on water, sanitary sewer and surface water projects. Provides highly responsible and complex engineering and administrative support to other engineers, staff, and the Engineering Manager and Public Works Director. Oversees surface water, potable water and sanitary sewer program and utility issues for the City; coordinates with King and Snohomish County, State, and City of Bothell on regional water sanitary sewer and surface water related projects. Performs in-house engineering services on design, contract document preparation, and construction management; manages water, sanitary sewer and surface water issues through the development, preparation, and maintenance of long- and short-range capital needs and program plans; provides support to all City staff on water, sewer and surface water issues. Although formal supervision is not a requirement of positions in this classification, more experienced employees may provide technical advice and orientation to others in the work unit. Work is performed based on engineering standards, codes, ordinances, specifications, and City policies relating to water, sewer and surface water issues. Receives general direction from the Engineering Manager and Public Works Director.

ESSENTIAL FUNCTIONS – *Essential duties and responsibilities may include, but are not limited to, the following:*

Develops, plans, reviews, and modifies comprehensive engineering plans, designs and specification, in support of multiple and diverse utility projects such as water systems, sanitary sewer, surface water, water quality, stream restoration and enhancement projects in conjunction with project engineers and engineering manager; ensures that designs are in conformance with professional and legal requirements.

Performs studies and analysis of utility programs in response to changing regulations, levels of service and needs of the community; performs reviews of program(s) effectiveness and performance goals of various utility programs.

Serves as responsible utility engineer for the update of design and construction standards for the City's utility infrastructure; provides technical assistance to other engineers in the implementation of long and short term needs as the relate to construction projects.

Develops, modifies and updates comprehensive short- and long-range utilities plans; responsible for the maintenance and updating of utility systems inventory.

Provides interpretation of standards, codes, ordinances, specification and City policies to individuals, contractors, architects, engineers, and associated professionals; assists in the development of code amendments, ordinances, policies and procedures of utility programs for management and Council consideration.

Collects and evaluates technical information to prepare recommendations; prepares and presents clear and concise reports for City Council, Planning Commission, and hearing examiner; responds to public inquiries; tracks resolution of requests and complaints; directs questions to proper staff for response.

Interacts with representatives of other City departments, City Council, businesses, contractors, public agencies and other jurisdictions to exchange information, and coordinate activities of local, cross-jurisdictional and regional interests.

Performs related duties as required or assigned.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work is performed both indoors and at outside locations requiring exposure to varying weather and terrain conditions. Work requires frequent and prolonged computer use and occasional moving of objects up to 25 pounds. Field work involves frequent walking on uneven surfaces, stooping, kneeling, crouching, pulling, and reaching, operating a motor vehicle to get to inspection sites, and exposure to hazardous physical conditions and materials, and exposure to fumes, odors, dust, and gases.

MINIMUM QUALIFICATIONS

Education, Training and Experience Guidelines

A Bachelors degree in civil engineering and considerable experience as a civil engineer in land use development or a related field, or an equivalent combination of education, training and/or experience that provides the following knowledge, skills and abilities: Possession of a Washington State Professional Engineer's License is desired.

Knowledge of:

- Theories, principles, regulations, and practices of surveying, civil engineering, design, and construction in the field of land use development, including storm drainage, water distribution systems, sewer design, road design, and construction monitoring
- Operation of word processing and design/drafting software
- Federal, state, and local laws, codes, and regulations pertaining to the field of land use development including storm/sewer systems, drainage and water quality
- Principles and practices of consensus building, constructive conflict negotiation, and resolution processes
- Public relations skills
- Report preparation and presentation skills

Ability to:

- Make effective public presentations at City Council and hearing examiner meetings
- Comment on land use development proposals from a municipal utility infrastructure perspective
- Interpret and apply Federal, State and local policies, laws and regulations
- Develop, review and approve engineering drawings and calculations for compliance with standards, conditions of approval, and other applicable code
- Plan, design, and inspect the construction of applicable utility engineering improvement projects
- Oversee utility capital improvement projects; oversee, direct, coordinate and monitor work of consultants and other project staff.
- Perform complex civil engineering tasks, anticipate potential issues, and take appropriate action
- Communicate effectively in oral and written form, one-on-one and with groups

- Prepare and present complex reports, business correspondence, and procedures
- Work independently and meet goals and objectives
- Use independent judgment and initiative in evaluating problems and developing solutions to problems within the parameters of pertinent engineering standards, codes, and plans
- Interact professionally with various levels of employees, officials, and the public

LICENSE OR CERTIFICATE REQUIREMENTS

- Valid Washington State driver's license
- Possession of, or ability to obtain, a Washington State Professional Engineer's License may be required

*Class specifications are intended to present an illustrative description of the range of duties, the scope of responsibility and the required level of knowledge, skills and abilities necessary to describe the primary functions of the job. Specifications are **not** intended to reflect all duties performed by employees in each position assigned to the class.*