



Position: Water/Wastewater Engineer

Department: Land Development

Positions Supervised: None

FLSA Status: Exempt

Reports To: Team Leader

Summary

The Water/ Wastewater Engineer will work on all phases of civil engineering including planning, design, and construction management of water and wastewater treatment, collection, distribution, storage and pumping systems. Typical projects involve working with local and regional municipal clients to solve complex water and wastewater challenges. assist in the design, permitting, and construction of municipal utility projects. Specific tasks may include field investigations, preparation of engineering reports, project permitting, cost estimates, development and review of design plans and technical specifications, field representation and office assistance throughout construction.

Essential Duties and Responsibilities

- Engineering concepts, principles, practices, methods and standards associated with utility projects.
- Common sources of engineering information.
- Federal, state, local and industry laws, regulations and permitting requirements.
- Project management techniques and contract administration.
- Principles and application of safe work practices.
- Process improvement methodologies.

- Excellent written and verbal communication skills, including ability to interface with clients, contractors and regulatory agencies is critical
- Excellent technical writing skills for use in development of engineering reports and studies
- Strong organizational, analytical and problem-solving skills.
- Highly self-motivated, able to anticipate and initiate subsequent project tasks, working independently or with minimal instruction
- Able to work efficiently within a predetermined project budget and schedule
- Strong organizational skills, and ability to function efficiently within a project team environment
- Ability to delegate responsibilities to junior engineering staff
- Knowledge in hydraulic modeling software such WaterCAD, SewerCAD, WaterGEMS, SewerGEMS, and similar software preferred
- Basic level of familiarity with AutoCAD software (2017 or later) preferred, but not required
- Typically work on 2 to 5 projects at a time including
 - Transmission pipelines
 - Water and reclaimed water distribution
 - Storage systems
 - Wastewater collection systems
 - Pump stations



- Water/wastewater treatment facility/process upgrades
- Rehabilitation projects
- Utility relocations
- Solid waste transfer stations
- Other environmental engineering projects.

Position Requirements

- Bachelor's Degree in Chemical, Environmental, Civil, or Mechanical Engineering from an accredited university or college.
- 3-10 years of related experience in the water/wastewater design, permitting and construction.
- PE license in Florida is preferred, or ability to obtain within 12 months.

Knowledge/Skills/Abilities

- Experience and familiarity with hydraulic modeling and CADD software preferred.
- Performing original design tasks including preparation of plans, drawings, specifications, maps and cost estimates.
- Project management including planning, scheduling and leading all phases of small to moderately complex utility projects in a specific discipline and assigned functional area.
- Conduct engineering assessments including identifying, analyzing and recommending engineering alternatives if required.
- Proficient in operating the computer aided engineering design and analysis programs and tools utilized in the utility.
- Accurately maintaining and archiving project documentation.
- Preparing requests for proposal (RFPs) for engineering services, construction, equipment purchases and analyzing responses.
- Administrating contracts, interpreting field documents and insure proper construction through inspections for moderately complex utility projects.
- Operating standard office equipment and using required job specific software applications.

Ability to:

- Effectively coordinate and work with others.
- Continue learning the more complex and subtle aspects of the applications of engineering related laws, policies, regulations, procedures, and standards.
- Discern and communicate problems effectively to others.
- Prioritize multiple projects and meet project deadlines.
- Enforce safety rules, encourage safe work practices and correct unsafe working conditions and behaviors.
- Establish and maintain effective working relationships with others at all organizational levels.
- Communicate effectively, both orally and in writing.



Examples of work

- Assess and make recommended system design improvements, expansions or replacements under the direction and review of a lead engineer or manager.
- Serve as a project manager of small to moderately complex utility projects through all phases including: initial scoping, funding approvals, site selections, design, specifying and procuring equipment, coordinating construction, cost and budget management, final system checks, startup and final sign-off.
- Assists with the preparation of requests for proposal (RFP's), reviewing responses and making bid award recommendations based on ETM procurement guidelines and policy.
- Assists in overseeing complex field inspections including testing. Responsible to document and report non-conformance with design plans and specifications.
- Coordinate with internal and external stakeholders as required regarding engineering requirements and utility projects.
- Responsible for monitoring assigned utility system performance, includes coordinating with operators, investigating system failures, recommending corrective actions and improvement opportunities and providing training when necessary.
- Preparation of technical, financial or process analysis related reports.
- Preparation of written and verbal project status reports to include scheduling and financial performance details.
- Performs other job-related work as assigned

EOE/DFWP

This job description is representative of typical responsibilities and is not intended to be a complete list of all duties or skills required for the job. It is subject to review and change at any time, with or without notice, in accordance with company needs.

Please email resumes to hr@etminc.com