



City of Pompano Beach
 Open Competitive
 Job # **17-054**

Opening Date: **06/23/17**
 Closing Date: **Open Until Filled**



Position
 UTILITIES ENGINEER
 (Civil Engineer III)

Salary
 Biweekly: \$2,803.64 - \$3,945.10
 Annual: \$72,894.64 - \$102,572.70

Work Days/Hours : Monday – Friday, 8:00 a.m. – 5:00 p.m.; includes other hours as assigned

Job Status : (X) Full time () Part time/temporary

Department/Number: Utilities/Water/Wastewater Admin -3305/3505 Pay Plan/Grade: 50/32

Position Summary *(Major Job Duties)*

This Lean Six Sigma Utility is looking for a professional and team minded engineer to manage the Utility’s capital improvement projects (CIP)s, assist in developing annual and five year capital improvement plans, and monitor CIP budgets. This person will prepare in-house engineering plans, specifications, and permit applications, as well as sign/seal documents. Responsibilities include coordinating with Utilities personnel to develop new construction and rehabilitation projects, developing work orders/proposals with design professionals, and monitoring engineering design progress. Coordinates with Purchasing Department on RLI’s and RFP’s, and serves on review committees. Job requirements include project management and tracking to ensure timely completion and cost control, responding to contractor’s RFIs, approving bid package advertisements, making award recommendations, reviewing cost proposals, negotiating terms, and initiating requisitions for procurement of services. Reviews testing results and submittals to ensure conformance to plans and specifications. Reviews and makes recommendations on master plans, evaluations, and technical reports. Prepares packages for State Revolving Fund Loans/Grants. Leads and facilitates Lean Six Sigma teams. Prepares resolution requests and Commission agenda items, and attends Commission meetings as needed. Monitors project permitting processes ensuring compliance with federal, state and local regulatory requirements. Prepares contracts related to Utility projects, works with Legal and City Clerk’s Office on execution of contracts. Administers contracts, oversees construction, and monitors schedules. Reviews and approves pay requests and contract modifications. Supervises Utility Field Inspector. Serves as liaison between the Public, consultant engineers, contractors, regulatory authorities, and City officials. This is an essential position; incumbent will be required to work extended hours during and after hurricanes or other disasters. Works proactively and provides excellent customer service to internal and external customers. Follows safety procedures and promotes a safe work environment. A strong understanding of ethical behavior is required.

Qualifications *(Education, work experience, special requirements)*

Bachelor's degree in Engineering and registration in the State of Florida as a Professional Engineer required. Considerable experience in engineering (10 years minimum) including five years in local government or work with local governments, and some supervisory experience. Previous work in the design and construction of utility plants and underground infrastructure/stormwater systems required. Ability to supervise professional and technical staff. Must be a team player working closely with Treatment Plants, Laboratory, Utility Field Operations, Engineering and other City Departments. Candidates must possess effective communication skills with the ability to speak, write and understand English. Must be able to operate a computer and use MS Office. Knowledge of GIS, Hydraulic Modeling and Asset Management a plus. Possession of a valid Florida driver’s license. Must obtain Lean/6 Sigma Greenbelt within one year. Ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office and field related equipment and may entail significant standing, walking, climbing, bending, lifting, crawling, pushing and pulling. A comparable amount of training and experience may be substituted for the minimum qualifications.

Candidates are required to apply online. Visit <http://pompanobeachfl.gov> and then click Job Opportunities for instructions.

Human Resources Department, 100 West Atlantic Blvd., Pompano Beach, FL 33060
 Phone (954) 786-4626 Fax (954) 786-5553 Job line (954) 786-4693 <http://pompanobeachfl.gov>

The City of Pompano Beach is an Equal Opportunity Employer
 SEE PROCEDURE AND BENEFITS LINK ON WEBSITE FOR ADDITIONAL INFORMATION