
TITLE:	DISTRICT ENGINEER	FLSA:	Exempt
PREPARED:	March 2004	UPDATED:	June 2024

Summary: Under general supervision, the District Engineer is responsible for engineering design tasks, including detailed calculations, plan preparation and review, quantity take-offs, cost estimates, technical specification writing, inspections, and other tasks as may be required. The role requires knowledge of engineering and mapping, long-term planning and development of and financing of capital projects.

Essential Job Functions: *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbents may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Assist the Project Manager with project deliverables, including preparation of reports and supporting documentation as well as compilation of data for invoicing, when required.
- Strong time management skills and the ability to work on multiple projects in a dynamic work environment.
- Perform sanitary sewer evaluation studies, analyzing flow data, reviewing inspection data & preparing maintenance and rehabilitation plans.
- Work with consultants to manage District's hydraulic models, retain current model output for all systems within the District.
- Assist in fiscal management, including budgeting for capital improvements, and financing capital improvements, where required.
- Assist in the oversight of District contracts, including engineering contracts, and construction contracts.
- Collect and maintain data for engineering projects. Analyze and validate data.
- Providing technical expertise and guidance in engineering design, innovation, and problem-solving. This includes evaluating new technologies, recommending improvements, and driving innovation initiatives to enhance operational efficiency and competitiveness.
- Define requirements and specifications for internal clients and work with vendors to design and configure systems to meet those needs.
- Assure federal and state environmental regulatory compliance.
- Assist in the planning/technical guidance of District capital improvement projects, as needed
- Participate with integration of developer donated or constructed collection and/or treatment systems with District facilities.
- Promote a safe working environment through adherence to policies, procedures, and regulations.
- Prepare construction specifications for various types of projects.
- Review engineering drawings and material specifications, when required.
- Perform related work as needed or assigned.
- No supervisory authority, work does require providing guidance and training to others.

Required Knowledge and Skills:

- Thorough knowledge of professional engineering principles, practices, and methods.
- Considerable knowledge of standards required in planning construction projects and wastewater system improvements.
- Considerable knowledge of construction and zoning standards and regulations.
- Considerable knowledge of state and federal environmental requirements.
- Ability to implement construction programs to achieve environmental compliance.
- Thorough knowledge of proper and effective practices, methods, and procedures related to wastewater treatment and collection.
- Considerable knowledge of effective practices and standards related to wastewater collection and treatment.
- Ability to plan, organize, implement, assess, and recommend improvements to sewage collection and treatment systems.
- Ability to prepare accurate plans, specifications, cost estimates, and engineering reports.
- Ability to make accurate engineering computations and drawings.
- Ability to walk across rough and uneven terrain (up to 5 miles per day), in day and night and in inclement weather conditions in order to visually inspect conditions.
- Ability to communicate effectively, both orally and in writing, to prepare complex technical reports.
- Ability to establish and maintain effective working relationships with other employees, City and County officials, engineers, contractors, developers, vendors, architects, and the general public.
- Ability to assess overall effectiveness in carrying out the District's mission.
- Knowledge of personal computer operation and ability to use MS Office applications.

Education Experience and Certification:

- Possession of a bachelor's degree in Engineering and five years experience in a field related to wastewater utility; or a combination of education and experience relevant to a sewer utility.
- Professional Engineer (P.E.) license preferred.
- Possess and maintain a valid Missouri Driver's license.

Environmental Factors and Conditions/Physical Requirements:

- Work is generally performed in office.
- Work requires inspection of field areas that contain loose rock, mud, ledges, steep inclines, precarious footholds, and other environmental hazards.

Equipment and Tools Utilized:

- Equipment utilized includes computers and standard office equipment

Salary Range:

\$73,242.28 - \$109,826.54