



JOB ANNOUNCEMENT

POSITION: Director of Engineering & Construction **POSTED:** TBD
DIVISION: Engineering & Construction **APPLICATION DEADLINE:** TBD
REPORTS TO: Executive Director **FLSA:** Exempt

SUMMARY: Reporting to the Executive Director, develops, directs, coordinates, organizes and manages the Engineering and Construction Division of the Authority; provides professional advice and detailed recommendations to the Executive Director and the Board of Directors in the development of the approved Capital Improvement and Special Project Program.

DUTIES/PRIMARY RESPONSIBILITIES: Monitors and oversees all engineering and design work done by the Authority and City Agencies or private consultants or construction firms relating to water/sewer systems, reservoirs, water treatment plants, pumping stations and all related facilities. Provides recommendations for and assists with the preparation of the Authority's Capital Improvement Plan and project priority list. Plans, develops, directs, coordinates, organizes and controls the materials, equipment and personnel under jurisdiction toward the effective, efficient and economical attainment of program goals, including maximum convenience to the public and safety of employees. Develops and manages relationship with consulting engineers, contractors, public officials, developers, and capital improvement projects. Provides training and/or technical assistance as requested or required. Prepares contracts and monitors contract performance according to established guidelines, procedures and applicable regulations (e.g., Environmental Protection Agency (EPA), Department of Environmental Protection (DEP), etc.). Prepares operating budget for Division. Develops policies and procedures for Division for approval by the Executive Director. Attends meetings, conferences, etc. as assigned and represents the Executive Director as requested. Manages area of responsibility in strict accordance with applicable laws, regulations and established policy including union agreements to ensure fair and standardized treatment of employees. Performs such other related tasks and duties that are assigned or required.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function(s). This is not an all-inclusive document; additional duties, expectations, demands, etc. may be added or changed to this document on an as-needed basis in order to meet organizational needs.

KNOWLEDGE/ABILITIES: Extensive knowledge in Civil Engineering relating to design, construction and maintenance of water and sewer and other related projects. Extensive knowledge of the laws, rules, regulations and ordinances related to water processing and distribution systems along with storm and sanitary distribution systems, including Pennsylvania Stormwater and Combined Sewer Overflow requirements. Considerable knowledge of civil or sanitary engineering. Familiarity with typical municipal procurement requirements. Considerable knowledge of relevant labor agreements and personnel policies and procedures. Ability to oversee the establishment, maintenance and monitoring of contracts, accounts, budgets, etc. Ability to plan, evaluate and monitor the work of self and others. Ability to communicate effectively, both orally and in writing. Ability to maintain records and prepare accurate reports, correspondence, etc. Ability to establish and maintain effective working relationships with supervisors, associates, outside agencies and the general public. General knowledge related to CMMS, GIS, CAD and networked Management Information Systems. Familiarity with Microsoft Office Suite.



GENERAL REQUIREMENTS:

Applicant must become domiciled within the City of Pittsburgh at time of appointment and remain domiciled within the City of Pittsburgh throughout employment with the PWSA. Verification of City domicile is required at time of appointment. Applicants must present a current, valid Class C (Class 1) Pennsylvania Motor Vehicle Operator's License prior to appointment. A valid driver's license must be maintained throughout employment.

EDUCATION/EXPERIENCE REQUIREMENTS: In order to be considered eligible for this position, the application must clearly show at least fifteen years of engineering management experience with at least five years of senior level project management experience Water/waste water experience preferred. Bachelor's degree in Civil Engineering with a concentration in water, wastewater, stormwater and/or utility management or related civil engineering field is required with an advanced degree preferred; or equivalent combination of education and experience.

Applicant must present a current Professional Engineering registration at time of filing an application and, if current registration is in another state, obtain a Commonwealth of Pennsylvania registration within six months of appointment to this position. A current PA Professional Engineering registration must be maintained throughout employment.

PHYSICAL/WORKING CONDITIONS: General office environment; must be able to lift up to 10 pounds; local travel up to 40% to site/meeting locations to perform work and/or support the Authority.

APPLICATIONS: Submit resume and cover letter via first class mail to: The Pittsburgh Water and Sewer Authority, Human Resources Section, Penn Liberty Plaza I, 1200 Penn Avenue, Pittsburgh, Pa 15222 or via email to: HR@pgh2o.com.