



Chief Engineer

\$124,526.45 - \$168,476.97 DOQ (Exempt, Non-represented)

Clackamas River Water (CRW) has earned a reputation for providing high-quality drinking water. We are offering an excellent opportunity for you to be part of a **sustainable** organization that provides the community with our most precious resource: **water**.

Our values for **Quality Water | Customer Service | Financial Accountability | Responsible Stewardship** govern what we do in serving each other, the public and our surrounding community.

ESSENTIAL FUNCTIONS

The **Chief Engineer** is responsible for overseeing our largest department, System Operations, comprised of Engineering and Water Distribution staff. This key role provides leadership over the civil engineering team in providing direction, support, and oversight over all personnel, programs and activities related to the research, master planning, design, and construction of the capital improvement program, capital outlay and the District's water treatment and distribution systems and related facilities; and leads the organization in the development and application of engineering standards and specifications, regulatory compliance and District policies and procedures for all projects. This position services a key member of the management team in meeting organizational, team, and department priorities to achieve strategic objectives.

MINIMUM QUALIFICATIONS

The ideal candidate is a value-driven, 'lead by example', hands-on leader with proven ability to foster and maintain successful relationships at all levels and model the highest standards of professional and personal integrity. A Bachelor's degree in civil engineering or related field, Registered Oregon Professional Engineer, and ten (10) years of progressive experience as a civil engineer in a water utility or public works, five (5) of which at a senior-level management capacity overseeing staff and a valid driver's license and satisfactory driving record is required. Preference for higher level education such as a Master's degree in civil engineering, or any equivalent combination that provides the knowledge and experience relevant to the position. Must be able to perform all essential duties within primary scope of responsibilities as they pertain to the position. *The full job description can be found following this announcement.*

CRW offers an excellent, comprehensive benefits package including vacation and sick leave, medical, dental, vision, basic life, long-term disability coverage and retirement plans including Oregon's public employees' retirement system (PERS).

Closing Date: **Open Until Filled***

How to Apply: **Clackamas River Water has contracted with an executive search firm for this position. Interested candidates are invited to contact Todd Heidgerken or Adora Campbell at theidgerken@crwater.com or acampbell@crwater.com for further information.*

Clackamas River Water is proud to be an equal opportunity employer and is a drug-free workplace. It is our policy to require a criminal/civil background and driving record check and, for safety-sensitive positions, a drug and alcohol screen as a condition of employment.



Clackamas River Water

Position Description

JOB TITLE: CHIEF ENGINEER
DEPARTMENT: SYSTEM OPERATIONS
REPORTS TO: GENERAL MANAGER
STATUS: EXEMPT

JOB SUMMARY

The Chief Engineer is the department head with direction and oversight over all personnel, programs and activities related to the research, planning, design, and construction of the capital improvement program, capital outlay and the District's water distribution system and related facilities. This position leads the organization in the development and application of engineering standards and specifications, regulatory compliance and District policies and procedures for all projects and provides a key role as a member of the management team in meeting organizational, team, and department priorities to achieve strategic objectives.

ESSENTIAL DUTIES

The omission of specific statements does not exclude them from the classification if the work is similar, related, or a logical assignment for this position.

- Directly supervise and evaluate a staff of engineers and technicians with department oversight over Distribution and Maintenance staff to develop and establish department goals and objectives, performance expectations, coach and monitor individual staff progress, identify training needs to develop key competencies making recommendations for hiring, recognition and disciplinary actions to the General Manager and Human Resources.
- Develop master planning for the District, identifying funding requirements, forecasting, short- and long-term capital improvements and determine infrastructure maintenance and development priorities to meet legal, financial and District requirements.
- Participate in developing strategic goals and objectives for the District, supporting implementation plans.
- Responsible for the development of department project budgets and schedules.
- Oversee the District's capital improvement (CIPs), capital outlay and private development programs, the operation and maintenance of the District's water distribution system and District facilities providing oversight on designated construction projects in compliance with District and industry standards, County requirements and other guidelines to ensure the provision of efficient, timely and high-quality service to all constituents.
- Oversee the preparation and maintenance of the District's water system maps and hydraulic models.
- Develop, update and ensure adherence to standards and guidelines for the design and preparation of engineering studies, plans and specifications related to waterlines, pump stations, reservoirs and related facilities for water production, transmission, distribution and storage.
- Recommend and oversee the work of consultants and contractors, performing quality assurance and control, ensuring work complies with District and other requirements, including meeting budgetary and project requirements.
- Participate in the bidding process and make bid award recommendations to the General Manager per contracting and District requirements.
- Develop and review construction and materials supply specifications, including the review of new materials, and supplies for construction.



Clackamas River Water

Position Description

- Advise and consult with other CRW departments on matters related to materials and construction standards, backflow protection, water distribution, water quality and treatment processes, and maintenance programs for potential impacts on water systems to minimize costs, ensure efficiencies and to meet or exceed regulatory requirements.
- Routinely serve as the District's representative and technical expert to the District, industry leaders, clients, customers, government agencies and water utilities for engineering-related issues affecting the water system.
- Prepare special reports and presentations for the General Manager to present to the Board, Budget Committee and other key stakeholders as needed.
- Prepares the department budget, including determining services, purchases and allocation of services. Monitors departmental expenditures.
- Remain current and informed on new developments and requirements affecting the organization, the profession and the industry; recommend any necessary changes in programs or applications.
- Provide relevant and timely data to the General Manager on System Operations activities.
- Perform other duties if related and similar or as required by the General Manager.

MINIMUM QUALIFICATIONS

Ability to perform essential job duties successfully, with or without reasonable accommodation and without posing a direct threat to safety or health of employee or others. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education, Training and Experience:

- Bachelor's Degree in Civil Engineering or related field
- Ten years of progressively responsible experience as a civil engineer in public works or water utility, five of which are in a management capacity; or an equivalent combination of relevant training and/or experience
- Registered Oregon Professional Engineer
- Valid driver's license and satisfactory driving record

Knowledge and Understanding in:

- Civil engineering, design and planning theory, principles and practices for municipal water systems.
- Strategic planning theory, principles and application
- Theory, principles and demonstrated application of effective supervision, human resources practices and policy administration.
- Project management methods, techniques and application for complex engineering projects.
- Problem resolution techniques.
- Budget preparation and control within a special district or public sector environment.
- Capital construction management methods, principles and practices.
- Contracting principles, practices and application.



Clackamas River Water

Position Description

- Water system infrastructure, maintenance and facilities.
- Hydraulics, hydraulic modeling and application to water system planning and design.
- Geographic Information Systems (GIS), CAD, AutoCAD and mapping principles, practices and application to water system planning.
- Report writing and fulfilling responsibilities to regulating agencies.
- Regulations, laws and standards governing water utility construction, maintenance and engineering activity.
- Safety, health and environmental regulations and practices applicable to engineering and water utilities.
- Personal computers and related office, engineering, hydraulic modeling and Geographic Information System (GIS) software.

Skills and Abilities to:

- Effectively lead, supervise, train, coach and evaluate the work of others to produce quality outcomes within standards, policies and budgetary restraints.
- Inspire, motivate and delegate work to others to reach individual potential and team objectives.
- Exercise immediate responsibility and authority over combined resources, i.e., people, capital plans and equipment to ensure workflow efficiencies and meet organizational objectives.
- Resolve problems or conflict in a positive and professional manner.
- Effectively communicate complex, technical information to both technical and non-technical audiences with awareness of potentially controversial or sensitive issues to diplomatically resolve conflict, gain consensus and maintain respectful and harmonious relations.
- Protect and maintain appropriate stewardship over the District's assets and other resources.
- Develop and prepare department budgets monitoring and controlling expenditures.
- Perform independently or in a team environment.
- Make decisions using independent judgment and initiative in compliance with established policies.
- Perform exceptional analytical and problem resolution skills to identify and evaluate alternative solutions and determine organizational impact of recommended actions.
- Read, write and interpret policies, procedures, technical reports, construction plans and detailed maps.
- Provide effective written and verbal communication in the preparation of reports, presentations and other documents to varied audiences.
- Participate in and facilitate group and team meetings.
- Willingly, actively comply with and support District, management and Board policies and operating procedures.

WORKING CONDITIONS



Clackamas River Water

Position Description

While performing this job, the employee is required to develop and apply written and oral communications; read, write and interpret data, information and documents; analyze and solve complex problems; use math/mathematical skills; perform highly detailed work under changing, intensive deadlines, on multiple, concurrent tasks; work with constant interruption and interact with officials, outside engineers, developers and the public. REPEATEDLY required to sit, walk, talk and hear both in person and by telephone; use hands to finger, grasp and feel objects or controls. Employee will occasionally stand, lift, carry, push and/or pull up to 25 lbs. or otherwise move objects.

OCCASIONAL drive light duty trucks and use of foot controls, mechanical and electrical hazards; odors, fumes and dust from excavations; exposure to confined spaces; bending, stooping, squatting, reaching above shoulder height, kneeling, crawling, climbing, pushing/pulling, bending or twisting and lifting objects between 26- 50 lbs. without assistance to accomplish tasks. INFREQUENT lifting objects over 50 lbs. with assistance and grasping power tools.

Vision: Specific vision abilities required by this position include normal visual range with or without correction and sufficient vision to read computer screens and printed documents.

Hearing: Hear in the normal audio range with or without correction.

Employee Signature

General Manager Signature

Date

Date

Employee signature indicates employee has received a copy of this position description and understands and is able to comply with all the duties, responsibilities and requirements of this job classification.