



CRESCENTA VALLEY WATER DISTRICT

Limited Term Employee

CIP Project Manager

SUMMARY DESCRIPTION

The Capital Improvement Program (CIP) Project Manager is a non-supervisory position in the management unit (exempt) that reports directly to the Director of Engineering & Operations. The CIP Project Manager should have the ability to work independently and show sound engineering judgment. The CIP Project Manager will manage the planning, design, and construction of capital projects and other projects. The work requires significant management of consultants and contractors; planning, design, bid and construction phase management; commissioning and close-out; development and management of budgets and schedules; and environmental review. Employment is based on a limited-term basis, renewable annually for up to three terms.

REPRESENTATIVE DUTIES

- Coordinate the planning, design, and construction of water and sewer capital improvement projects, including oversight of professional consultants and implementation of the CIP.
- Manage construction activities, including contractor coordination, construction administration, community outreach, and supervision of in-house and third-party inspectors.
- Support budget preparation for water and sewer capital improvement programs and assist with departmental planning and administrative tasks.
- Represent the District in interactions with governmental agencies, developers, contractors, customers, and consulting engineers.

LICENSES/CERTIFICATES:

- Possession of a CA State Class C driver's license.
- Possession of a professional registration as a Civil Engineer in the State of California or Certified Construction Manager (CCM) certificate from the Construction Management Association of America (CMAA) are highly desirable.

EXPERIENCE AND EDUCATION:

Any combination of equivalent experience and/or education that provides the required knowledge and abilities would be considered qualifying. A typical way to obtain the knowledge and abilities would be:

- Bachelor of Science degree in Engineering, Construction Management or a closely related field.
- A minimum of seven (7) years of engineering, construction or technical administrative experience with a water or wastewater utility.

BENEFITS

- Salary range is \$108,204 – \$150,288.
- 12 Paid Holidays and 3 floating holidays
- 9/80 Workweek
- \$300 annual wellness stipend
- 88 hrs Sick Leave and 80 hrs Vacation
Accrual
- Comprehensive Medical (Anthem BC HMO + 1), Dental, and Vision insurance plans
- CalPERS Pension 2%@55 for Classic Members

How to Apply

To be considered, please submit a resume and completed employment application, available at www.cvwd.com/employment, where a complete job description is also available. Applications can be submitted in person or emailed to employment@cvwd.com.

The filing deadline is 11:00 PM July 14, 2025. This recruitment will remain open until the position is filled.