



CRESCENTA VALLEY WATER DISTRICT ENGINEERING MANAGER JOB POSTING

SUMMARY DESCRIPTION

Under direction of the Director of Engineering and Operations, the Engineering Manager oversees the Engineering Department by planning, managing, and coordinating, staff and civil engineering work. This position carries a high level of responsibility and requires a person who can work independently. The Engineering Manager will understand and demonstrate management and leadership principles, including being deliberate about teamwork and professionalism, being flexible and a good listener, and being able to express ideas and exercises good judgement in analyzing situations and making decisions. The successful candidate will have the strong technical and interpersonal skills and experience necessary to lead and manage the Strategic Plan goals and objectives of the Engineering Department, upholding the District's values statement, promoting communication and collaboration across departments, and developing staff.

A complete detailed job description is available on the District's website at <https://www.cvwd.com/employment>

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Plans, organizes, manages, directs, and reviews the day-to-day operations and functions of the Engineering Department including capital improvements and development services.
- Coordinates Engineering Department work with other District departments, governmental agencies, private developers, engineers, and customers.
- Makes recommendations for action and assists in the development and implementation of policies, procedures, and department budget.
- Oversees the Development Services program, including enforcement of District policies related to new water and sewer service requirements, and updates of related fees.
- Prepares and presents annual Engineering Department water/wastewater budget
 - Execute, manage, and prepare the budget for capital improvement program projects;
 - Manage, update, and present to the Board of Directors the short and long-term CIP budgets for the water and wastewater enterprises;
 - Work closely with the Operations & Maintenance Department with implementing infrastructure and facilities upgrades;
 - Prepare various reports, master plans, requests for proposals, contracts, etc. necessary for implementing water and wastewater capital improvement projects;
 - Assist and coordinate the implementation of Board policies and programs;
 - Duties and responsibilities carried out with considerable independence within the framework of the District's policies.

QUALIFICATIONS

The successful candidate will reflect the District's core values as shown in the Strategic Plan. In addition, the following generally describes the knowledge and ability required to enter the job and/or be learned within a reasonable period of time in order to successfully contribute to the District's mission and vision.

Experience, Education, Licenses:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be considered qualifying. A typical way to obtain the knowledge and abilities would be:

- Education: Bachelor of Science degree in Civil Engineering or a closely related field. Desirable – Master's Degree in Civil Engineering or a closely related field.
- Experience: A minimum of seven (7) years of engineering, construction or technical administrative experience within the water and/or wastewater industry.
- Professional Engineer License: Possession of a professional registration license as a Civil Engineer in the State of California.
- Driver License: Possession of a valid California Class C Driver License may be required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis. Possession and proof of a driving record free of multiple or serious traffic violations or accidents for two (2) consecutive years
- State Resources Control Board, Division of Drinking Water - Water Treatment and Water Distribution Operators Certificates: Possession of Water Distribution Certificate - D2 or higher or possession of a Water Treatment Certification - T2 or higher preferred.

SALARY AND BENEFITS

- Salary range is \$111,976 - \$155,522
- Comprehensive Medical, Dental, and Vision insurance plans, District-provided term life insurance and disability insurance coverage
- PERS retirement plan
- 10 days of vacation to start, 11 sick days, 14 holidays annually
- 9/80 work week schedule
- Optional deferred compensation plan

FILING DEADLINE

Monday, January 17, 2022 at 4:00pm

Application forms are available online at the District website www.cvwd.com or at the Main Office. All applications should be sent to jlee@cvwd.com or returned to the District Main Office at 2700 Foothill Blvd., La Crescenta, CA 91214.

Resumes will not be accepted in lieu of District application forms.

An Equal Opportunity Employer