

THE WATER WORKS & SANITARY SEWER BOARD OF THE CITY OF MONTGOMERY, ALABAMA

EMPLOYMENT OPPORTUNITY

Title	GRADUATE ENGINEER
Salary Start Range	\$49,608.00
Salary End Range	\$77,563.20
Kind Of Examination	Applicants will be screened based on education and experience as submitted in the application and supplemental questionnaire forms online at www.mwwssb.com . For this reason, applicants are urged to answer all questions on the application form and questionnaire completely, providing detailed information concerning the kinds of jobs they have held, the dates they held them, where, and exactly what their duties were. An application is not considered complete if the Supplemental Questionnaire is not submitted with your application. Application and Supplemental Questionnaire information will be accepted ONLINE at www.mwwssb.com . <u>ALL pre-employment offers are contingent upon passing a mandatory drug test and a satisfactory result of a background investigation.</u>
Purpose Of Examination	To establish an employment register to fill future vacancies with the Water Works and Sanitary Sewer Board of the City of Montgomery.
Nature Of Work	To perform entry-level professional engineering work associated with the planning, design, and construction of engineering projects. This position involves engineering work associated with subdivision development, water distribution and sewer collection system projects, water and wastewater facilities expansion and operation, and various other technical projects. The work assignments are broad in scope and require the use of sound judgment in making independent technical decisions of some difficulty. Employees in this classification must possess human relations skills to be able to work with many individuals and firms.
Essential Duties	Reports to the Chief Engineer. Reviews subdivision and commercial development plans submitted by Professional Engineers for compliance with Board's standard specifications. Reviews water and wastewater master plans for residential subdivisions. Participate in the planning, design, and construction of various water and wastewater projects. Establish the service boundaries of proposed water and wastewater systems. Knowledge and use of standard engineering design practices to evaluate and size water and wastewater systems. Implement the Board's Manual of Practice for Pump Station and Gravity Interceptor Planning, Design, and Installation to provide sanitary sewer service to regional areas. Develop construction drawings, specifications, and cost estimates. Evaluate bids to determine the lowest responsive, responsible bidder.

	Provide services during construction such as evaluating change orders, reviewing submittals, and working with inspectors and contractors.
	Review legal descriptions and drawings for the preparation of easements, deeds, abandonments, and hold-harmless agreements.
	Design and provide services during construction for rehabilitation projects associated with the Board's sanitary sewer collection system and the Board's water distribution system.
	Supervise designated engineering staff in the performance of a variety of tasks.
Non Essential Duties	Performs other related duties as may be required.
Physical Abilities	Ability to climb in and out of sanitary sewer manholes, wet wells, and other confined spaces.
	Ability to traverse large project sites on foot, as required.
	Ability to lift and carry up to 50 lb. a distance of up to 50 ft.
	Ability to remove manhole covers and other similar covers and construction material.
Requirements Of Work	Ability to learn and interpret the Board's Standard Specifications, Rules and Regulations, Standard Contract Documents, and Engineering office procedures.
	Knowledge of the fundamental principals and practices of engineering and construction as applied to water and wastewater projects.
	Knowledge of laws and regulations related to water and wastewater operations.
	Knowledge of WordPerfect or Microsoft Word and Microsoft Excel, and other common computer office type software.
	Knowledge of ArcMap GIS software.
	Knowledge of AutoCAD or Micro station computer software.
	Knowledge and use of various technical Engineering computer software packages.
	Knowledge of correct English usage, grammar, punctuation, and spelling.
	Skill in communicating and maintaining a good working relationship with the public, customers, plumbers, contractors, co-workers, subordinates, supervisors, engineers, attorneys, and developers.
	Ability to follow complex oral and written instructions.
	Ability to work under the pressure of deadlines, constant inquiries, and other work related duties.
	Ability to read and interpret contract documents, plans, specifications, legal descriptions, and related information.
	Ability to prioritize work and assign work tasks.

	Ability to define problems, collect data, establish facts, and draw valid conclusions.
	Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with abstract and concrete variables.
	Ability to assemble reports, summaries, letters, spreadsheets, and to perform calculations.
Required Training	Bachelor of Science in Civil Engineering or Bachelor of Civil Engineering degree from a four year engineering program approved by the Accreditation Board for Engineering and Technology (ABET).
	Have and maintain a valid Alabama Driver's License and a good driving record.
	Use and understanding of WordPerfect or Microsoft Word and Microsoft Excel.
	Use and understanding of the operation of a survey level and theodolite.
	Passed the Fundamentals of Engineering Exam and hold an Engineer Intern Certificate.
Desired Training	A minimum of two years experience in Civil Engineering.
	Proficiency in ArcMap.
	Proficiency in CAD (Computer-Aided Drafting).
Work Environment	While most of this work will be performed in the professional office setting, work will also be performed on various construction sites and other outdoor settings, both during normal hours and periodically after normal business hours during emergency repair projects.
WW Department	Engineering;
Opening Date	4/10/2017
WW Job Title	Graduate Engineer
Closing Date	5/19/2017