

ASSISTANT DIRECTOR OF PUBLIC UTILITIES

The Goochland County Utilities Department is accepting applications for an Assistant Director of Public Utilities to perform complex professional work and assist in managing the operations of the County's engineering, utility construction, operations, and maintenance departments.

ESSENTIAL FUNCTIONS:

Assists in overseeing, coordinating, and directing the activities of the engineering, operations and maintenance and construction inspection staff. Advises the Director of Public Utilities on all engineering and public utilities projects. Recommends operational changes to the Director as appropriate. Reviews and approves major utility construction projects. Serves as an intergovernmental coordinator between departments of federal, state, and local authorities. Acts as a liaison between contracted engineers and the Director to manage county projects and provides reports on progress of all major projects with utilities. Reviews and responds to correspondence. Receives citizen inquiries or complaints and dispatches available information recommending actions. Prepares a wide variety of administrative reports on departmental activities as requested. Maintains and develops accurate GIS records of the County's existing water and sewer infrastructure and coordinate information with the GIS Department. Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Comprehensive knowledge of the principles and practices of civil engineering, public utilities administration, planning, and design. Demonstrated ability to review and analyze plans and specifications for the construction of public facilities and to prepare complex technical reports. Demonstrated ability to communicate effectively orally and in writing in order to maintain good working relationships with customers, county officials, other public officials, employees, contractors, and the general public, and to negotiate cost effective methods and coordination of resources. Demonstrated ability to perform inspections of public utilities projects and to perform erosion control inspections. Must be able to lift and carry up to 50 lbs. Must be able to move around project sites, climb, and stoop in order to visually examine areas, structures, or equipment.

EDUCATION, EXPERIENCE AND TRAINING:

Bachelor's degree in Civil or Environmental Engineering or a related field and extensive experience as a Civil or Environmental Engineer in the public utilities field, including water/wastewater design, operations, and management; or an equivalent combination of education and experience. Requires valid Virginia driver's license and good driving record. Supervisory experience and registration as a professional engineer preferred.

ADDITIONAL INFORMATION:

The hiring range is \$80,489 - \$85,000. The deadline to apply is 10/30/18. An online Goochland County Employment Application must be completed for consideration and may be found at www.goochlandva.us/231/Employment-Opportunities. Background check, driving record check and pre-employment drug screen required.

Goochland County is an Equal Opportunity Employer.