

# AUGUSTA COUNTY SERVICE AUTHORITY

## Job Description

**DATE:** August 2018

**JOB TITLE:** Engineer I or Engineer II

**DEPARTMENT:** Engineering

**FLSA:** Exempt

**REPORTS TO:** Engineering Manager

**Category:** Essential

### SUMMARY OF RESPONSIBILITIES

Provides technical assistance in the areas of water/waste water system growth and development, system operation/treatment, equipment maintenance and operation, design and construction of new facilities, facility upgrades, equipment repair/replacements, and related programs that require skill, experience, creativity, knowledge, judgment, and timely completion.

### ESSENTIAL JOB FUNCTIONS

1. Assist with various programs including, but not limited to, water loss and leak detection, water system hydraulic modeling, sewer system analysis and rehabilitation, and pumping/booster station analysis.
2. Assist with equipment operational issues and specifications. Work with vendors/consultants to provide recommendations. Document proposed changes for purchasing or permitting needs.
3. Support the planning, design, and management of capital construction projects for the maintenance, repair, upgrade, and construction of new or replacement water and waste water facilities.
4. Provide cost and timing input regarding projects for capital budget needs.

### WORKING CONDITIONS

1. Works in an office environment and works in the field as needed to perform job duties.
2. Subject to contact with liquid water, wastewater and vapors, hazardous materials, and blood borne pathogens while performing duties. Occasional exposure to dust, fumes, noise, extreme heat/cold, uneven terrain, and heights.
3. Requires sitting, standing, walking, repetitive movements, driving. Requires occasional standing, walking, lifting (up to 25 pounds without assistance), carrying (up to 25 pounds without assistance), pushing, pulling, twisting, climbing, stooping/bending, kneeling, crawling, reaching, and grasping.
4. Must be able to work independently, with a minimum of supervision.
5. Required to work irregular schedules on an as needed basis to complete projects.

## **EMPLOYMENT CONDITIONS**

1. Pre-employment drug and alcohol test
2. Pre-employment physical
3. Pre-employment driving record review
4. Annual driving record review
5. This position is considered a safety sensitive position and is subject to random drug and alcohol testing.

## **KNOWLEDGE AND SKILLS**

1. Must possess an Engineering Degree with emphasis on fields related to the design/construction of water and waste water facilities or any combination of relevant education and experience in water/wastewater or similar working environment. Engineer II must have 5+ years of experience in the design/construction of water and waste water facilities and must be a Registered Professional Engineer in the Commonwealth of Virginia.
2. Ability to communicate in English both verbally and in writing, to understand directions, procedures, maintain records, and effectively communicate with others.
3. Must have knowledge of or the ability to learn the design, construction and operation of water, and wastewater, systems; construction and maintenance estimating; personal computer and related office and engineering software (MS Office, AutoCAD, ArcGIS).
4. Must exhibit a positive attitude to effectively deal with the public, visitors, customers, local government and agency officials, and co-workers.
5. Must be able to operate a motor vehicle and possess a valid Virginia Driver's License and be insurable through the ACSA's current vehicle insurance carrier.

## **SAFETY REGULATIONS AND HAZARDS**

1. Must observe all safety rules and regulations, attend scheduled training and wear protective equipment as required (e.g., hard hat, hearing protection, uniform, protective clothing, eye protection, gloves, safety shoes, seat belts etc.).
2. Will not enter confined spaces or use equipment without proper training.
2. Must actively attend all required safety training.
3. Held accountable for safety and PPE use of all employees supervised.

THIS JOB DESCRIPTION DOES NOT LIST ALL THE RESPONSIBILITIES, DUTIES, SKILLS, REQUIREMENTS, EFFORTS, OR WORKING CONDITIONS ASSOCIATED WITH THE JOB. EMPLOYEES WILL BE EVALUATED IN PART BASED UPON PERFORMANCE OF THE TASKS LISTED IN THIS JOB DESCRIPTION.

MANAGEMENT RESERVES THE RIGHT TO REVISE THIS JOB DESCRIPTION AT ANY TIME. THIS JOB DESCRIPTION IS NOT A CONTRACT FOR EMPLOYMENT, AND EITHER PARTY MAY TERMINATE EMPLOYMENT AT ANY TIME, FOR ANY REASON.

**APPROVALS:**

EMPLOYEE: \_\_\_\_\_

DATE: \_\_\_\_\_

SUPERVISOR: \_\_\_\_\_

DATE: \_\_\_\_\_