



**ISLE OF WIGHT COUNTY  
invites applications for the position of:**

## Stormwater Engineer

**SALARY:** \$61,199.00 - \$79,560.00 Annually

**OPENING DATE:** 10/27/20

**CLOSING DATE:** Continuous

**DESCRIPTION:**

The Stormwater Engineer manages day-to-day activities of Stormwater Division operations staff, provides engineering support for public stormwater projects and ensures their conformance to state and local laws and regulations. Incumbent schedules, delegates, or performs plan review work and coordinates stormwater permitting activities with the Central Permit staff. Tracks and manages stormwater utility fee revenues and Stormwater Division expenses and monitors operating and capital budgets.

**EXAMPLES OF DUTIES:**

**ESSENTIAL JOB FUNCTIONS**

- Serves as a project coordinator, and ensures that engineering plans and calculations meet required standards;
- Oversees, reviews, and inspects the work of contractors;
- Performs field inspections and prepares a variety of technical reports and cost estimates;
- Manages stormwater management fee databases and associated credit processes;
- Interfaces with and provides customer service to citizens, businesses, and other customers regarding stormwater management and erosion and sediment control;
- Receives and responds to inquiries from the general public with problems pertaining to stormwater programs and projects;
- Resolves problems and responds to questions and concerns associated with stormwater projects, environmental regulations, drainage, etc. from citizens, consultants, other agencies, and staff;
- Follows regulations of the US Environmental Protection Agency, the Commonwealth of Virginia, and the Department of Environmental Quality;
- Negotiates contracts and change orders, evaluates proposals, selects design firms, and assesses the suitability of bidders for contracts;
- Serves as program administrator for the County's Stormwater Management (VSMP Authority) Program;
- Conducts engineering studies and provides recommendations and updates regarding proposed construction projects, and Departmental programs and activities;
- Manages the BMP Credit Program for the Stormwater Management Fee including determining the completeness, review and approval of applications as well as annual renewals;
- Supervises and participates in the planning and scheduling of long and short term stormwater projects with input from other departments, plans the design and construction of new or replacement stormwater facilities;
- Assists in the identification of needs for these new or replacement facilities;
- Represents the County on design and construction issues;

- Represents the County at regional meetings and ensures all requirements are within the regional guidelines and all applicable regulations are followed;
- Manages the private development plan review process for stormwater management and erosion and sediment control for residential and commercial;
- Manages the design and construction of projects as assigned, including coordination with other departments or agencies, financial accountability, bidding and award of contracts, construction, and record drawings;
- Serves as project coordinator for stormwater, facility maintenance, and other infrastructure improvements; responsible for projects through completion;
- Accepts, receives, and/or collects payments;
- Manages or administers grant funds;
- Manages or delegates management of maintenance of County owned or operated stormwater management facilities.
- Makes recommendations that impact the budget;
- Manages the budget within assigned department;
- Manages the budget within assigned unit/division;
- Exercises purchasing authority up to \$10,000 without approval from supervisor;
- Prepares and monitors budgets for construction projects;
- Participates in budget planning and preparation for the division;
- Performs other related duties as assigned.
- Supervise and train subordinate employees in proper procedures, work practices and safe methods, and promote and maintain a safe and healthy work environment free of recognized hazards in accordance with County policy.

## **REQUIRED QUALIFICATIONS:**

### **Education and Experience:**

Requires a Bachelor's degree, and ten(10) years of work experience.

### **Licenses or Certifications:**

Requires Professional Engineer, Combined Administrator for Erosion and Sediment Control, and Combined Administrator for Stormwater Management certifications. A Project Management Professional certification is preferred.

***'Water and Wastewater Utility experience preferred'***

## **SUPPLEMENTAL INFORMATION:**

Please Note: All County employees may be required to report to serve our customers during emergency conditions. While some will perform their regular duties, others may be assigned to report at a different time and location and to perform different duties from their regular jobs. Employees will either be deemed essential personnel and provide services that must continue regardless of or pursuant to a state of emergency or will be deemed nonessential personnel that will be required to report to work in an emergency if they receive an assignment to shelter duty or other duty.

APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.co.isle-of-wight.va.us/>

Position #1  
STORMWATER ENGINEER  
LT

17090 Monument Circle, Suite 108  
Isle of Wight, VA 23397  
(757) 357-6656

[hrdept@isleofwightus.net](mailto:hrdept@isleofwightus.net)

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