

CHIEF ENGINEER

Position Objective:

Reports to the Executive Director.

- Under the direction of the Executive Director, provides technical assistance on all engineering matters in the wastewater treatment plant and collection system and functions as the representative of the Authority in engineering, contracting and construction matters.

Preferred Qualifications:

- B.S. degree in sanitary, civil, environmental, electrical, or mechanical engineering.
- Minimum of five (5) years of progressively responsible experience in wastewater treatment systems or process design, including Construction Management experience.
- Must be willing to obtain or be in possession of an "S" Wastewater Treatment Plant Operator's License, and/or "C" Collection System Operator's License.
- Possesses a New Jersey Professional Engineer's License is desired. If in possession of a professional engineer's license issued by another state, within one (1) year from the date of hire, must obtain the required New Jersey License.
- Must have knowledge of basic chemical, physical and biological processes as well as instrumentation, electrical and mechanical systems, and related equipment used in wastewater treatment.
- Ability to establish and maintain effective communication and working relationships, and the ability to plan, direct, and evaluate plant equipment and its operation.
- Must be computer literate and experienced in Word and Excel.

The functions of the job include, but are not limited to:

- Interfaces with contractors and onsite inspectors during construction of any capital improvement projects. Coordinates construction activities with staff and plant operations:
 - Reviews payment requisitions and change order requests.
 - Participates in start-up and training.
 - Reviews Operation and Maintenance Manuals, as-built drawings, and testing certifications to assure completeness and accuracy.
 - Assures that testing and certification of projects are as specified.
 - Performs final inspections and ensures compliance with warrantee provisions.
 - Interfaces with permitting and regulatory agencies.
- Reviews construction project design specifications, drawings, texts, daily logs, etc and provides overall construction management of Authority's capital improvement projects.
- Prepares bid specifications, addenda and drawings as necessary for procurement of equipment and supplies. Receives bids, tabulates results and makes recommendations regarding rejection or award.
- Maintains a database of information relating to plant operations. As needed, assists the Plant Superintendent and Maintenance Manager and recommends solutions to operating problems, often in quantitative form.
- As directed, performs annual inspection of trunk sewer system and outfall line with the Consulting Engineer. Provides report with recommendations as appropriate.
- Compiles metering data and reports necessary for billing the member municipalities. Collects and analyzes plant operating data in conjunction with the comparison of actual vs. budgeted expenses.
- Maintains and updates plant record drawings. Experience with CAD helpful.
- Performs other duties as assigned/required by the Executive Director.

Must wear Authority issued cell phone at all times.

Status: Exempt