

# ENGINEER IN CHARGE - ENVIRONMENTAL

Recruitment #1604-5462-001

**List Type** Exempt

**Requesting Department** DPW - SEWER MAINTENANCE

**Open Date** 5/5/2016

**Filing Deadline** 5/27/2016 11:59:00 PM

**HR Analyst** Jeff Harvey

## Introduction

**THIS POSITION IS EXEMPT FROM CIVIL SERVICE.**

*Appointment and continued employment is at the pleasure of the City Engineer.*

## Purpose

Under the direction of the City Engineer, the Engineer in Charge - Environmental is responsible for all aspects of the Sewer Maintenance Fund (SMF) including budgeting, personnel issues, and the operation, maintenance and replacement of the sewer system.

## Essential Functions

- Administers and supervises engineering, operational and budgetary activities and personnel of the Sewer Maintenance Fund (SMF) to maximize the benefits of investment for maintaining and improving the City's sewer, drainage, and storm water management facilities.
- Prepares and tracks the SMF's performance measures, annual capital and O&M budgets and expenditures.
- Advises the City Engineer on all matters related to the condition, operation, and maintenance of the City's sewers, drainage and storm water management facilities.
- Represent the City Engineer at various Common Council committees and on various task forces and committees as assigned by the City Engineer.
- Maintains a comprehensive, current knowledge of applicable laws, ordinances, standards and other guidelines regarding sewers, floodplains, and storm water management.
- Represents the City Engineer in providing input on labor relations issues.

*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.*

## Minimum Requirements

1. Bachelor's degree in Civil Engineering from an accredited college or university.
2. Five years of engineering experience with design, construction, or maintenance of sewerage facilities and/or storm water management.
3. Valid Professional Engineer's (PE) license at time of appointment and throughout employment.

4. Valid Driver's License at time of appointment and throughout employment.

*Note: Equivalent combinations of education and experience may also be considered.*

### **Desirable Qualifications**

- Engineering supervisory experience including budgetary and personnel issues.

### **Knowledges, Skills, Abilities & Other Characteristics**

- Knowledge of principles and theories of civil engineering.
- Knowledge of City/State/Federal laws, regulations, codes and ordinances.
- Skill in applying standard engineering techniques in the design/construction/maintenance of sewer/storm water projects.
- Strong oral and written communication skills and the ability to present ideas and recommendations clearly and convincingly.
- Skill in supervising people and conducting appropriate interpersonal relations.
- Strong organizational and planning skills and the ability to effectively direct and supervise staff activities.
- Ability to read, interpret and apply City of Milwaukee and departmental policies and procedures.
- Ability to analyze complex situations, diagnose problems and make decisions.
- Ability to problem solve and negotiate solutions.
- Ability to effectively engage and cooperate with the public, elected officials and other City departments.

### **Current Salary**

**SALARY** The starting salary (PR 1KX) for City of Milwaukee residents is \$85,757 and for non-residents is \$83,653. Appointment up to \$106,341 is possible based on qualifications and experience.

### **Selection Process**

**Selection Procedure:** Screening for this position will be based on an evaluation of each applicant's education, experience, and professional accomplishments, which should be detailed in a cover letter and resume. The City of Milwaukee reserves the right to invite only the most qualified applicants to participate in the selection process.

Email resume **and** cover letter by **Friday, May 27, 2016** to:

Jeffrey Polenske  
Department of Public Works – Infrastructure Services  
841 N. Broadway, Rm.701, Milwaukee, WI 53202  
[jpolen@milwaukee.gov](mailto:jpolen@milwaukee.gov)