

JOB DESCRIPTION

Position Title:	Project Engineer	Department:	Admin - Engineering	
Effective Date:	January 1, 2019	Supervisor's Title:	Lead Engineer	
FLSA Status: Exer	mpt (Salaried) Working Status:	Full Time	BU Job Grade:	Non-BU

POSITION SUMMARY

To perform this job successfully, and individual must be able to perform and satisfactorily meet the essential job responsibilities and functions for this position. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the job responsibilities.

ESSENTIAL JOB RESPONSIBILITIES & FUNCTIONS

This position will work in Capital Region Water's Engineering Department to assist in planning and administering capital improvement programs to ensure the resilience of our infrastructure systems. Functions of this position will include:

- Coordination and support of professional engineering and planning consultants in the design and execution of infrastructure improvement projects (Drinking Water, Wastewater, and Stormwater/GI);
- Support of bidding, review, and administration of construction and professional service contracts.
- Review of service requests for connection to CRW's systems.
- Review land development and other submissions for compliance with CRW standards.
- Manage or support facilities permitting needs (renewal and new project related).
- Routine communication and support of operations department needs.
- Coordination of response to design utility location requests.
- Attend office and field meetings related to infrastructure improvement projects.
- Interface with City of Harrisburg Engineering, Planning and Public Works Departments.
- Interface with PA DEP, Dauphin County, etc. as required.
- Prepare documents and reports for monthly Board of Directors meetings.
- Represent Engineering Department in meetings, conferences and professional organization forums.

EDUCATION AND WORK EXPERIENCE:

- B.S. in Civil/Environmental Engineering, Landscape Architecture or related field with focus on Drinking Water, Wastewater, and Stormwater conveyance and treatment.
- Working towards licensure as Professional Engineer or Registered Landscape Architect license in Pennsylvania.
- GIS and Asset Management Program experience (ESRI ARCINFO and Azteca Cityworks).
- Hydraulic modeling experience.