

JOB DESCRIPTION:

**CITY OF CLARKSVILLE GW-D-100
CHIEF UTILITY ENGINEER
2/2010**

CLASSIFICATION TITLE: Chief Utility Engineer
DEPARTMENT: Engineering
REPORTS TO: General Manager
EMPLOYMENT STATUS: Full-Time

JOB SUMMARY

Direct all civil engineering operations for Clarksville Gas and Water.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provide engineering and project management services related to the design, maintenance and operation of the sewer collection system and treatment plant, water distribution system and treatment plant, and natural gas distribution system.
- In responsible charge of the design and development of plans, specifications and contract documents of public works improvements including water, sewer and natural gas systems.
- Supervise other professionals and office staff.
- Perform engineering studies and prepare reports for the General Manager and others both internally and externally.
- Prepare short and long range engineering plans for the operation, maintenance and development of infrastructure for the Gas & Water Department.
- Review and approve developer plans to insure conformance with City and State standards and specifications, ordinances, regulations and laws relating to design and construction of water, sewer and natural gas systems.
- Perform project management functions for contracts performed by outside engineering and surveying consultants and contractors working for the City.
- Perform engineering analysis and computer modeling of water, sewer and natural gas systems.
- Prepare and administer construction contracts and perform field inspections to insure compliance with plans and specifications.
- Assist contractors, consultants, developers and general public in requests for information and analysis of data on file in the Engineer's Office.
- Work with survey crews and locators in gathering field data.
- Handle complaints from public.
- Contact private property owners to acquire public easements and rights-of-way.
- Other duties as assigned.

OTHER DUTIES AND RESPONSIBILITIES:

- Investigates water outages
- Investigates sewer backups
- Recommends remedial actions for outages and backups
- Performs related duties as assigned.

QUALIFICATIONS

- Graduation from a four-year ABET accredited college with degree in civil engineering or closely related field.
- Must possess (or obtain within 6 months of hire) and maintain a valid Professional Engineer's (PE) license in the State of Tennessee.
- Minimum 10 years experience as a Professional Engineer with a focus in municipal work and five years of management experience.
- Demonstrated knowledge of the principles and practices of civil engineering particularly as applied to municipal public works.
- Demonstrated knowledge in the areas of water distribution and treatment, wastewater collection and treatment and natural gas systems.
- Knowledge of State and Federal laws and regulations pertaining to public service utility operations.
- Knowledge of modern developments, current literature, and sources of information regarding civil engineering and municipal public works.
- Ability to express ideas clearly and concisely, orally and in writing to groups and individuals.
- Ability to establish and maintain an effective working relationship with the general public, developers, consultants, customers, and fellow workers.
- Must have a valid Tennessee drivers license.

SKILLS AND ABILITIES

- Must be able to perform multiple tasks.
- Ability to work independently and with a group.
- Ability to exercise good judgment in evaluating situations and making decisions.
- Attention to detail.
- Ability to establish and maintain effective working relations with other employees and the general public.
- Ability to read and understand construction plans.
- Knowledge of the principles and practices relating to Public Utilities Maintenance.

SALARY

Grade "V" \$57,500 (Min) \$73,626 (Mid) \$89,752 (Max)

Please complete the City of Clarksville Application available at the Career Service Center of TN - 350 Pageant Lane - Clarksville, TN 37040