



Castaic Lake Water Agency
Santa Clarita, CA



EMPLOYMENT OPPORTUNITY

Santa Clarita Water Division

Full-time position

PRINCIPAL ENGINEER \$9,009 - \$10,977

OR

SENIOR ENGINEER \$7,783 - \$9,482

Agency Application Required by March 5, 2010

The Position-

PRINCIPAL ENGINEER-To perform a variety of professional civil engineering work in connection with the design, surveying, testing of materials and construction of Agency's Retail division projects; to determine and fulfill program responsibilities; to serve as project manager, and oversee and coordinate the work of consultants.

SENIOR ENGINEER- To perform a variety of professional civil engineering work in connection with the design, surveying, testing of materials and construction of Agency's Retail division projects and oversee and coordinate the work of consultants.

Depending on assignment, duties may include, but are not limited to, the following:

PRINCIPAL ENGINEER-

- Performs and supervises major program feasibility and cost studies and the preparation of reports and recommendations requiring practical and professional engineering judgment.
- Makes the more difficult professional decisions or recommendations in connection with planning, survey, design, construction, maintenance, operations, and contract administration.
- Supervises the preparation of contracts, plans, specifications, resolutions, agreements, and other related documents.
- Develops performance standards, operating procedures, and reporting systems.
- Assists in the preparation, monitoring, and implementation of the budget.
- Participates in negotiations with consultants.
- Assists in developing Retail division objectives and resource allocations.
- Interprets and implements Retail division, local, state, and federal policies, procedures, and regulations.
- Supervises, coordinates, and monitors the work of consultants and assigned staff.
- Conducts and evaluates engineering investigations, economic appraisals, and other technical reports; prepares a variety of detailed reports, analyses, and studies.
- Reviews and evaluates plans and specifications of capital improvement projects for completeness and conformance with established criteria.
- Prepares requests for proposals and evaluates proposals submitted by professional services consultants; makes recommendations for retaining consultants.
- Maintains accurate, up-to-date records and prepares periodic special reports relating to operations and maintenance/construction.

- Confers with water purveyors, contractors, and governmental representatives in matters relating to the Retail division's water production, transmission and distribution activities.
- Participates in Board activities related to Retail operations.
- Performs other related duties as assigned.

SENIOR ENGINEER-

- Participates in major program feasibility and cost studies and the preparation of reports and recommendations requiring practical and professional engineering judgment.
- Supervises the preparation of contracts, plans, specifications, resolutions, agreements, and other related documents.
- Develops performance standards, operating procedures, and reporting systems.
- Assists in the preparation, monitoring, and implementation of project budgets.
- Assists in negotiations with consultants.
- Interprets and implements Retail division, local, state, and federal policies, procedures, and regulations.
- May supervise, coordinate, and monitor the work of consultants and assigned staff.
- Conducts and evaluates engineering investigations, economic appraisals, and other technical reports; prepares a variety of detailed reports, analyses, and studies.
- Assists with the review and evaluation of plans and specifications of capital improvement projects for completeness and conformance with established criteria.
- Assists with the preparation of requests for proposals and evaluation of proposals submitted by professional services consultants.
- Maintains accurate, up-to-date records and prepares periodic special reports relating to operations and maintenance/construction.
- Confers with water purveyors, contractors, and governmental representatives in matters relating to the Retail division's water production, transmission and distribution activities.
- Participates in Board activities related to Retail operations.
- Performs other related duties as assigned.

Minimum Qualifications

Knowledge of

The Principal Engineer will have knowledge of:

- Principles and practices of civil engineering.
- Methods and materials used in the design, construction, and inspection of varied civil engineering projects.
- Budget preparation.
- Principles and practices of supervision
- Principles and practices of project management.
- Local, state, and federal policies, procedures, and regulations.
- Methods and equipment used in the maintenance, repair, and construction of water production, transmission and distribution facilities.
- Safety principles and practices in the workplace.

The Senior Engineer will have knowledge of:

- Principles and practices of civil engineering.
- Methods and materials used in the design, construction, and inspection of varied civil engineering projects.
- Project budget preparation.
- Principles and practices of project management.
- Local, state, and federal policies, procedures, and regulations.

- Methods and equipment used in the maintenance, repair, and construction of water production, transmission and distribution facilities.
- Safety principles and practices in the workplace.

Ability to

The Principal Engineer will have the ability to:

- Plan, supervise, direct, and coordinate the work of professional, technical, and contract staff.
- Successfully manage projects of varying size and budget.
- Evaluate complex design and consulting work.
- Prepare comprehensive and technical reports.
- Analyze engineering problems and develop and implement successful resolutions.
- Evaluate and perform difficult design work; perform feasibility and cost analysis studies.
- Prepare and make presentations to professional and civil groups, management, and the Board of Directors.
- Effectively operate a personal computer and software.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with Agency staff, outside organizations, and the public.
- Interpret and apply complex rules, regulations, laws, and ordinances.
- Analyze complex water treatment and distribution problems and evaluate alternatives.

The Senior Engineer will have the ability to:

- Plan, direct, and coordinate the work of project teams.
- Successfully manage projects of varying size and budget.
- Evaluate complex design and consulting work.
- Prepare comprehensive and technical reports.
- Analyze engineering problems and develop successful resolutions.
- Establish and maintain effective working relations with Agency staff, outside agencies, and the public.
- Evaluate and perform difficult design work; perform feasibility and cost analysis studies.
- Prepare and make presentations to professional and civil groups, management, and the Board of Directors.
- Effectively operate a personal computer and software.
- Communicate effectively, both orally and in writing.
- Interpret and apply complex rules, regulations, laws, and ordinances.
- Analyze complex water treatment and distribution problems and evaluate alternatives.

Experience and Training:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Principal Engineer Qualifications

Experience - Seven years of experience performing journey-level professional engineering work with two years at the supervisory level.

Training - Equivalent to a bachelor's degree from an accredited college or university with major course work in civil engineering or a related field.

Senior Engineer Qualifications

Experience - Five years of experience performing journey-level professional engineering work.

Training - Equivalent to a bachelor's degree from an accredited college or university with major course work in civil engineering or a related field.

License or Certificate:

Registration as a Professional Engineer in the State of California is required. Possession of a valid California driver's license may be required at the time of appointment. Individuals who do not meet this requirement due to a physical disability will be considered on a case-by-case basis.

Benefits

Retirement – CLWA is a member of the California Public Employee's Retirement System (CalPERS) and pays the employee contribution.

Health Insurance – CLWA pays for dental, vision and medical insurance for the employee and his/her family, subject to co-pay depending on plan choice.

Retiree Medical Insurance (for employees hired on or January 1, 2009) - The vesting benefit package for retiree medical insurance provides for employer contributions toward medical insurance premiums based on years of "CalPERS" credited years of service. In general, the vesting benefit requires that at least five years of CalPERS-eligible service must have been earned through employment with the Castaic Lake Water Agency. More information will be provided upon request.

Life Insurance/Disability – CLWA pays for a life insurance policy of 2 times the annual salary, up to \$100,000 and a long-term disability plan.

Deferred Compensation – Plan provides 50% agency contribution up to 3% of annual salary.

Agency application is required by March 5, 2010. The job bulletin and application are available at (661) 297-1600. The application is available on our website at www.clwa.org. Send completed application and resume to:

**Human Resources
Castaic Lake Water Agency
27234 Bouquet Canyon Road
Santa Clarita, CA 91350**

CLWA is an Equal Opportunity/ADA Employer