

**BUTLER COUNTY COMMISSIONERS PERSONNEL OFFICE  
ANNOUNCEMENT OF VACANCY**

**Posting Date:** 4/22/2022

**Response Deadline:** 5/6/2022 (or until filled)

<b>Agency:</b> Water & Sewer	<b>Job Title:</b> Senior Engineer
<b>Classified</b> <input type="checkbox"/> <b>Unclassified</b> <input checked="" type="checkbox"/>	<b>Bargaining Unit</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Overtime Exempt</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Salary:</b>
<b>Work Location:</b> 130 High St., Hamilton, OH 45011	<b>Hours of Work:</b> M-F, 8:00a – 5:00p

**Essential Functions:**

(1) **Project Management:** Provides oversight of construction activity; administers engineering and construction contracts; reviews plans and specifications; researches land acquisition; manages records; performs financial analyses of projects; reviews and processes pay estimates; reviews contract field changes; provides quality control of new construction; generates construction progress reports; coordinates new construction with operations sections (water and wastewater); prepares and reviews construction change orders; and coordinates projects with the appropriate agencies (i.e., BCEO, OEPA, ODOT, OPWC, USDA, etc.).

(2) **Design:** Participates in the design of various water and wastewater facilities such as water mains, sewer lines, lift stations, booster stations, etc.; and prepares drawings, specifications, and contract documents; researches property and right-of-way; develops and maintains water and collection system models and runs modeled scenarios to analyze infrastructure and plan for future expansion; evaluates and updates department policies/procedures/specifications; prepares monthly/quarterly/annual reports that detail section and system activities; and develops new and utilizes GIS applications.

(3) **Plan Review:** Reviews preliminary plans; reports with consulting engineers; meets with BCDES personnel to coordinate operational and design concerns; works to minimize post-design requests/changes; and participates in the development of long-range plans.

(4) **Capital Improvement Planning (CIP) and Budgeting:** Performs water and sewer system evaluations to determine the need for capital system improvements; participates in the development of the CIP; formulates engineering policy; develops CIP financing strategies for budgeting and accounting; and advises the Accounting Section on CAFR preparation.

(5) Consult with field operations personnel with engineering solutions for problem solving operational issues.

(6) Addresses and resolves exception conditions, special projects, provides customer service and permitting back-up, provides cross-training to co-workers.

(7) Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.

**Other Duties and Responsibilities:**

(1) Demonstrates regular and predictable attendance.

(2) Performs other related duties as required.

**Required Qualifications:**

Bachelor's degree in engineering; and

Sufficient environmental and water resource engineering experience that demonstrates knowledge of the design, construction, and operation of water distribution pumping and storage facilities and wastewater collection pumping, storage, and treatment facilities, including use of GIS and modeling tools; or

Any combination of education, experience and/or training equivalent to the stated minimum qualifications with a minimum of 5 years of water resources engineering experience.

**LICENSURE OR CERTIFICATION REQUIREMENTS:**

Professional Engineer Certification; valid Ohio driver's license.

**Selection Procedure:** Resumes and Interviews

**Submit Cover Letter and Resume via email to:** [resumes@butlercountyohio.org](mailto:resumes@butlercountyohio.org)

(please indicate job title in subject line)

**BUTLER COUNTY WILL CONSIDER INTERNAL APPLICANTS PRIOR TO EXTERNAL APPLICANTS**

Pursuant to the Americans With Disability Act of 1993, Butler County will consider all qualified applicants for employment, including persons with disabilities. The applicant must be able to perform the essential functions of this job with or without reasonable accommodation. Upon the request of any qualified applicant, this office will evaluate any reasonable accommodation that may be needed to enable a disabled person to participate in the application process or perform these essential duties.

**AN EQUAL OPPORTUNITY EMPLOYER**