



DETROIT WATER AND SEWERAGE DEPARTMENT

JOB POSTING

735 Randolph - Suite 2000
DETROIT, MI 48226

OPEN COMPETITIVE

Please read entire document before starting your application

Job Category: Engineering

Title: Engineer

Minimum Salary: \$52,924

Open Date: May 8, 2015

Recruitment Unit: Water Supply Operations

Vacancies: 9

Maximum Salary: \$116,592

Close Date: Open Until Filled

GENERAL SUMMARY:

The Engineer performs engineering work for municipal projects. This position administers and manages the design and implementation, and/or delivery and execution of consultant and contract services, for all projects required for the improvement and expansion of the Detroit Water and Sewerage Department System.

REQUIRED EDUCATION AND EXPERIENCE (position requirements at entry)

- Bachelor's degree from an accredited college or university in civil/sanitary, mechanical, electrical or chemical engineering
- Engineering and construction management experience preferred
- Professional Engineer License preferred

ESSENTIAL JOB FUNCTIONS

(Illustrative only, may not include all of the duties listed nor do the listed examples include all of the tasks)

- Perform construction administration tasks for municipal engineering projects
- Prepare plans, drawings, specifications and detailed computations for municipal engineering projects
- Prepare requests for proposals and evaluate proposals for consultant contracts
- Evaluate bids for construction contracts
- Attend construction meetings
- Assist with field and design issues on construction of projects
- Review and enforce consultant work and responses
- Participate and review all site surveys
- Oversee and devise testing related to proper maintenance and operation of equipment
- Assist management with engineering reports and other correspondence
- A valid Michigan Driver's License and the ability to drive a motor vehicle on all terrain
- Follow security and safety policies and procedures in carrying out work duties
- Provide on the job training

RELATED JOB FUNCTIONS:

- Assist in obtaining consultant approvals and in construction contract advertisement
- Obtain contract number(s) and other required information for consultant and construction contracts
- Process consultant invoices
- Prepare requests to approve hiring a consultant
- Prepare blue sheet updates
- Perform related work duties as assigned

SUPERVISION EXERCISED:

The Engineer – Level 4 may be required to perform team coordination activities within the functional unit.

KNOWLEDGE OF:



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- Water and wastewater, distribution and collection processes, equipment and systems
- Principles and practices of engineering design and construction management
- Project Management
- Basic Geographic Information Systems

SKILL TO:

- Devise solutions to engineering problems
- Manage multiple projects
- Use advanced technology
- Prepare clear, accurate and comprehensive reports
- Use survey instruments, tools and other equipment
- Develop and understand critical path methodology/scheduling
- Provide operational support

ABILITY TO:

- Read and interpret contract drawings/specification and schematic drawings
- Conduct precise observations
- Plan, manage and administer the engineering function
- Effectively utilize appropriate security and safety equipment and procedures
- Make complex arithmetic computations
- Read and interpret schematics
- Communicate effectively, both verbally and in writing
- Understand and follow verbal and written instructions
- Establish and maintain effective working relationships with others
- Communicate frequently with the team members and other units across the Department about process, equipment or potential problems
- Develop proficiency in unit specific operations and software
- Direct team activities or to work as a team member

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

This position requires the ability to climb, bend, twist, carry, stack, push, pull and other efforts requiring considerable physical strength. This position also requires the ability to lift a minimum of fifty (50) pounds, walk, stand, or work for long periods of time, demonstrate normal color perception, hear audible alarms, detect abnormal equipment sounds, visually inspect equipment and processes at any time of the day or night. Employees will be required to wear respiratory protection and other personal protective equipment; perform scaffold, confined space, elevated and underground work. Employees will also be required to pass a vision test, yearly baseline physical and fit test for respirator/Self Contained Breathing Apparatus. While performing the duties of this position, employees are regularly required to use hands to handle, feel or operate equipment.

Environmental Working Requirements:

Work is performed at the plants or in a field environment. This position requires the ability to work in all conditions involving exposure to outside elements and seasonal weather. Work may be performed near open water and systems with hazardous chemicals that are acidic, highly corrosive, heat producing and potentially explosive. Work may be performed in confined spaces, hazardous areas that require respiratory protection and personal protective equipment (PPE), and under slippery and wet conditions.



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Other Requirements

- Valid Michigan Driver's License
- Ability to work irregular hours, to commute to DWSD facilities and work sites

Comments

The Detroit Water and Sewerage Department is an Equal Opportunity Employer.

The location for one of the vacancies has been designated at the Lake Huron WTP in Fort Gratiot, MI. If you are interested in this location, please indicate your location preference in your letter of interest.

Please Note: Employment with the Detroit Water and Sewerage Department has been set apart from the established employment processes of the City of Detroit.

THE WAY WE WORK

The Employees of DWSD....

- Work and accept responsibility to search for, create and execute new and innovative approaches to improve the performance of DWSD's services and objectives
- Assist external and internal customers to serve their needs and take responsibility for continuously improving customer service
- Foster meaningful interaction among people through the exchange of information to produce understanding
- Continuously develop and use effective strategies and interpersonal styles to engage and guide others towards the accomplishment of identified objectives and goals in the best interest of the City and community
- Consistently work toward the common good of the organization and encourage others to do the same
- Conduct themselves at all times in a professionally appropriate and respectful manner in accordance with the DWSD Common Behaviors
- Apply the proper safety/security practices according to established protocols, guidelines and policies

**Please submit an employment application, letter of interest and resume for this position to:
Detroit Water & Sewerage Department
Attn: Karen Darty, Human Resources Generalist
735 Randolph, Suite 2001, Detroit, MI 48226**

**The Employment Application can be found on DWSD's Website:
http://www.dwsd.org/pages_n/careers.html**