



Engineering Inspection Supervisor

Rogers Water Utilities is seeking a candidate for Senior Engineering Technician. The successful candidate will be working with our team to provide the best service to our customers. The position will focus on the coordination, plan preparation and plan review of utility construction projects, overseeing water and sewer construction, and performing other aspects of planning, mapping, analysis, and operations as may be required.

Responsibilities:

- Project Management and coordination of water and wastewater projects.
- Gathers project data from the field and from record drawings.
- Operates survey equipment including GPS equipment, levels, etc.
- Designs water and wastewater systems under the direction of the Engineer
- Drafting and plan preparation using AutoCAD and ArcGIS applications.
- Gathers property ownership information and prepares easement documents.
- Maintains a database of record drawings, plats, easements, and utility infrastructure.
- Creates exhibits, maps, plans, charts, and other diagrams.
- Supervises and delegates to entry level technicians performing design, plan review, and inspection activities.
- Coordinates design and construction activities with consultants, inspectors, and contractors, as well as other departments within the Utility and City.
- Procures construction permits through local, state, and federal authorities.
- Maintains detailed inspection records.
- Observes materials, means, and methods of utility construction and observes acceptance testing.
- Reviews and processes pay estimates and invoices for utility construction projects.
- Organizes and directs utility coordination meetings.
- Reviews engineering and plumbing plans prepared by developers and consultants for conformity to utility specifications and sound engineering practice.
- Provides regular project status updates to department head.
- Ensure proper training for assigned staff.
- Establish and maintain effective work relationships with employees.
- Handle personnel and/or disciplinary issues.
- Plan, organize, and measure performance of team. This includes bi-annual evaluations, input on merit raises, guidance to team members on a daily basis or as needed basis, feedback to Department Manager as required, accurate record keeping, approval and oversight of timesheets for team members, as well as providing input and support for vacation scheduling of assigned staff.
- Other duties as assigned.

Qualifications:

- Equivalent to four years high school or GED
- 5 years related experience and/or training
- 12 to 18 months related management experience, or equivalent combination of education & experience.
- Ability to write routine reports and correspondence
- Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane algebra, solid geometry and trigonometry.

- Ability to solve practical problems and deal with a variety of known variables in situations where only limited standardization exists.
- Preferably have and maintain a State license for Class IV Water Distribution License and Class 3 Wastewater Collections License. As required by the State, depending on his/her function within the Utility.
- Preferably have experience working with AutoCad and/or ArcGis software.
- Maintain a valid Arkansas Driver's License.
- Must be available to work regular schedule from 8:00 am to 4:30 pm – Monday thru Friday.
- Must be able to represent RWU in a professional manner.
- Ability to handle high order of analytical, interpretative, and constructive thinking in varied situations covering multiple areas of the organization.
- Ability to Supervise a small group of employees.
- Steady and Consistent Work History.
- Proficient in Microsoft Word and Excel.

SECURITY / SAFETY SENSITIVE POSITION

Based on definitions in the RWU Employee Policy Manual this position meets the criteria to be defined as a Security or Safety Sensitive position. As a result of this determination any employee working in this position is required to disclose to their Department Manager or Superintendent the use of any prescribed medication, including marijuana, which has the potential to impact the employee's ability to perform the duties of their position.

Who We Are:

Rogers Water Utilities is committed to preserving the public health and the natural environment. The employees of Rogers Water Utilities are highly trained and service-oriented. We want to serve you in the most efficient, courteous way possible.

Benefits:

- Medical, Dental, & Vision Insurance beginning first of month after completing 30 days. (very competitive premiums)
- Company paid life and long term disability plans
- Paid Vacation and Sick Days
- Retirement Planning (APERS)
- 12 Paid Holidays
- Salary - \$34.55
- On-Call Pay
- Allowance for Boot purchases
- Full Time Position