



**Submit resume and cover letter by - Open Until Filled to:**  
**Northern Water**  
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Berthoud, CO 80513 [careers@northernwater.org](mailto:careers@northernwater.org) Preferred

**Posted: 4/4/2019**  
**By: LB**  
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## Job Description

### Project Engineer

**Division/Department:** Operations / Capital Improvements  
**Reports To:** Capital Improvements Department Manager  
**Type of Position:** Full-time  
**Hours:** 40/week  
**Status:** Exempt

### General Statement

This position is responsible for project engineering and project management of Capital Improvement projects for existing Northern Water storage and delivery facilities.

### Essential Duties and Responsibilities

- Provides project planning, engineering, design, and management for capital improvement and maintenance projects for existing water storage and delivery facilities such as: hydraulic structures, water conveyance structures, spillways, inverted siphons, pipelines, canals, pump stations, and dams.
- Develops civil/structural engineering solutions to repair, rehabilitate, or replace existing system infrastructure.
- Provides contract administration for projects such as: Requests for Proposals, Requests for Bids, Contractor/Consultant Selection, etc.
- Provides project scheduling and opinion of probable construction costs.
- Provides construction management such as: submittal review, invoice review and approval, field observations, etc.
- Provides engineering review, analysis, calculations (including hydraulic), and design for civil and structural components of project infrastructure.
- Produces construction/contract documents: engineering drawings in AutoCAD and technical specifications for construction.
- Provides other engineering support as requested.
- Performs field investigations through visual observations, measurements, data documentation and surveying to evaluate existing structures.
- Contributes to Capital Improvement short-term and long-term planning and budgeting process.
- Coordinates work with other departments and disciplines during planning, design, and implementation of projects.
- Manages professional consultants and construction contractors.
- Represents Northern Water in meetings and activities related to the above.

- Presents information to the Northern Water Board of Directors when requested.
- Other duties as assigned.

## **Education, Experience and Training Requirements**

### *Education*

- A Bachelor's degree in Civil, Agricultural, or Environmental engineering or other related engineering discipline.
- A Master's degree in engineering or other water-related field is desired, but not required.

### *Experience*

- Minimum of five (5) years experience in civil and structural engineering: planning, design, project management, contract administration, and construction management of water storage and delivery infrastructure including hydraulic structures, pipelines, canals, pump stations, and dams, and related appurtenances.
- Geotechnical design application desired, but not required.
- Mechanical design of pumping stations and hydroelectric stations desired, but not required.

## **Knowledge, Skills, and Abilities**

### *Knowledge*

- Extensive knowledge of standards, practices, and codes regarding civil and/or structural engineering designs and drawings.
- Extensive knowledge of engineering principles, design techniques, and tools involved in the production of engineering technical plans, drawings, and specifications.
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### *Skills*

- Good interpersonal skills and the ability to work on teams.
- Excellent written and verbal communications skills
- Communicate effectively with constituents and regulatory agencies.
- Strong organizational skills.
- Proficient with computer operating systems, database/spreadsheet applications, Microsoft Project, ESRI ArcMap, Autodesk AutoCAD, and word processing programs.

### *Abilities*

- Work independently to meet project objectives and deadlines.
- Work across functional areas within the organization.
- Read and understand, complex engineering documents including reports, engineering drawings, and technical specifications.
- Manage multiple projects and activities.

## **Work Environment**

### *Physical Requirements*

- Normal office environment.
- Work outdoors in all conditions using appropriate weather gear.
- Work on construction sites wearing proper Personal Protection Equipment.
- Manuever on uneven surfaces.

### *Physical Activities*

- Climb ladders up to 50-feet in length.
- Walk on catwalks.
- Drive, sit, and kneel for extended periods of time.
- Operate keyboard devices for extended periods of time.
- Sit, stand and walk.

Reasonable accommodations will be made to enable qualified individuals with disabilities to perform the essential functions.

## **License, Certificate, and Credential Requirements**

### *License*

- Colorado Professional Engineering License (PE) – obtain it within 6 months by reciprocity, if out of state.
- Valid Driver's License.

### *Other Requirements*

- Maintains a personal appearance appropriate for job position and image of Northern Water.

**This job description in no way states or implies that these are the only duties to be performed by this employee.**

**Northern Water is an equal employment opportunity employer.**