



Position Announcement

Position: Graduate Engineer/Engineer-In-Training

Date Officially Opened: 01-30-2018

Starting Salary Range: \$54,183 to \$67,187 (DOQ)

(Full Salary Range to \$80,191)

Direct Supervisor: Senior Engineer

Department: Engineering & Construction

Section: Engineering

Normal Work Hours & Location: 8:00am to 5:00pm – Monday thru Friday – Admin Bldg. (900 N. Kealy, Lewisville, TX)

Position Function:

Under the supervision of the Senior Engineer and working as part of a team, performs assigned duties as necessary to support the engineering and construction projects and activities of the District. Assists with capital improvement planning, project budget development, design construction, and providing process, system and other forms of technical assistance as needed.

Typical/Essential Duties:

- 1) Assists with duties necessary to support capital improvement planning, project budget development and scheduling of design and construction activities. Reviews studies and other documents prepared by consultants, developers and others, and assists with preparing recommendations.
- 2) Assists with providing process, system and other forms of engineering technical support to the Operations Department. Reviews and evaluates various types of operating systems, processes and procedures for the purpose of identifying potential problems, and then recommends appropriate solutions.
- 3) Assists with coordination of construction activities by performing periodic field inspections to ensure contractor compliance with project plans and specifications. Participates in final inspections and helps to ensure punch list items are completed appropriately.
- 4) Assists with maintaining project quality assurance by reviewing and interpreting plan documents, specifications, and inspection reports, and acts as a liaison with contractors, design engineers, various governmental agencies and other utilities as assigned.
- 5) Performs additional duties as assigned.

Knowledge, Skills and Abilities:

Required knowledge is normally obtained through the completion of four years of college resulting in a Bachelor's degree in Civil Engineering or other related field of engineering. Must be willing and able to pass the Fundamentals of Engineering (FE) Exam, and become certified by the State of Texas as an Engineer-In-Training within 12-months of being hired. Courses of study directly related to water or wastewater engineering, and/or experience working for a water and/or wastewater utility, or in utility construction management is preferred. Must be able to read and interpret construction plan documents, license agreements, survey field notes and contract documents. Must possess at least the equivalent of a valid Texas 'Class C' Driver's License. Must pass pre-employment Drug Screen, Physical Exam, and applicable Background Checks.

Position is considered "Open Until Filled." **Note: All applicants must complete an employment application and submit it to the District's Human Resources Department in order to be considered for employment.** Please visit the District's website at www.utrwd.com to obtain an application and for instructions on how to apply.