



Orange County Water District Director of Engineering

SALARY	\$86.60 - \$108.23 Hourly \$180,128.00 - \$225,118.40 Annually	LOCATION	Fountain Valley, CA
JOB TYPE	Full Time	JOB NUMBER	2024-00010
DEPARTMENT	Engineering Department	OPENING DATE	02/28/2024
CLOSING DATE	3/22/2024 4:00 PM Pacific		

Description

FLSA: Exempt

The Director of Engineering oversees the Engineering department of the Orange County Water District and is responsible for developing, implementing, and coordinating engineering activities.

Examples of Duties

- Under general administrative direction, plans, directs, manages, and oversees the activities and operations of the Engineering Department including long-term strategic planning; capital program development; engineering design and construction management; and acting as District's Engineer on all improvement projects.
- Manages engineering projects, which includes planning projects; calculating project costs; determining project feasibility; preparing request for proposals; selecting and managing design consultants; setting direction and course for design effort; determining project schedules; reviewing plans at various stages of completion; coordinating construction bidding and award; recommending approval of design; approving invoices; preparing agenda submittals; and performing other related duties.
- Assumes full management responsibility for all department services and activities including long-term strategic planning; implementation of the capital improvement program; and engineering design and construction management.
- Oversees and participates in the development and administration of the department budget; approves the forecast of funds needed for staffing, equipment, materials, and supplies.
- Recommends or approves project deviations or change orders within approved guidelines.
- Represents the Engineering Department to other departments, elected officials, citizen groups, service clubs, and outside agencies; coordinates assigned activities with those of other departments and outside agencies and organizations.
- Administers District's request for proposal and bid acceptance processes.

- Attends and participates on/in a variety of meetings, committees, and/or other related events.
- Performs other duties of a similar nature or level as required.

Typical Qualifications

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Applicable Federal, state, and local laws and regulations.
- Advanced Engineering principles.
- Engineering economics principles.
- Project scheduling techniques.
- Negotiation principles.
- Advanced mathematical concepts.
- Cost control techniques.
- Applicable technologies.
- Project management principles.
- Budgeting principles.

Ability and Skills in:

- Using computers and related software applications.
- Preparing a variety of technical reports and/or documentation.
- Developing project budgets.
- Managing employees.
- Managing large-scale, complex projects.
- Presenting information to management, public groups, and other related individuals.
- Managing multiple projects simultaneously.
- Establishing facts and drawing valid conclusions.
- Preparing specifications.
- Presenting technical information to a non-technical audience.
- Applying advanced mathematical concepts.
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

EDUCATION AND EXPERIENCE GUIDELINES

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training: Bachelor's Degree in an Engineering field. A Master's Degree is preferred. California Professional Engineering Registration is required.

Experience: Twelve years of progressively responsible, professional level engineering experience and five years supervisory experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

License: Valid California Class "C" Driver's License.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Physical: Positions in this class typically require reaching, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions. Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Incumbents may be subjected to moving mechanical parts, electrical currents, fumes, odors, dusts, poor ventilation, chemicals, workspace restrictions, intense noises, and travel. Incumbents require sufficient physical ability to work in an office setting; stand or sit for prolonged periods of time; operate office equipment including use of a computer keyboard; push, pull, lift, and/or carry light amounts of weight; verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

DISASTER SERVICE WORKERS

All Orange County Water District employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employees are required to complete all related training as assigned, and to return to work as ordered in the event of an emergency.

Agency

Orange County Water District

Address

18700 Ward Street

Fountain Valley, California, 92708

Phone

714-378-3200

Website

<http://www.ocwd.com>

Director of Engineering Supplemental Questionnaire

***QUESTION 1**

Do you have a bachelor's degree in an engineering field?

- ☐ Yes
☐ No

***QUESTION 2**

Do you have a master's degree in an engineering field?

- ☐ Yes
☐ No

***QUESTION 3**

Do you have a current active Professional Engineering (PE) registration license from the State of California?

☐ Yes

☐ No

***QUESTION 4**

Do you have at least 12 years of progressively responsible professional level engineering experience?

☐ Yes

☐ No

***QUESTION 5**

Do you have professional-level experience in the planning, design and/or construction of pipelines and channels, water/wastewater treatment facilities, pump stations, or extraction/injection wells?

☐ Yes

☐ No

***QUESTION 6**

Please describe your experience working on the planning, design and/or construction management of treatment systems. If you do not have experience, please enter "N/A".

***QUESTION 7**

Do you have supervisory experience? If yes, how many years and in which position(s)?

***QUESTION 8**

Do you currently possess a valid California Class "C" Driver's License? For out-of-state applicants: Currently possessing the equivalent of a California Class "C" driver's license from another state and having the ability to readily obtain a Class "C" driver's license in the State of California would temporarily suffice this requirement.

☐ Yes

☐ No

***QUESTION 9**

I hereby understand and declare that the statements on this supplemental questionnaire are true and complete to the best of my knowledge. As applicable, I hereby authorize the Agency and/or designees to contact the references listed to verify the information I have supplied. I hereby release from liability all persons and organizations furnishing such information. I understand that the Agency reserves the right to validate information received on the supplemental questionnaire and that I will be subject to disqualification and/or termination if any statement in this supplemental questionnaire is found to be untrue or determined to be misleading.

☐ Yes

☐ No

*** Required Question**