



**Title:**  
*Senior Engineer*  
**Level:**  
3  
**FLSA Status:**  
*Exempt*

**Division:**  
*Administration*  
**Department/Location:**  
*Engineering*  
**Employment Status:**  
*Regular Full Time*

### **SUMMARY**

This is a senior level engineering position that will work closely with the Associate Engineer and reports directly to the Chief Engineer in the ACUA's Engineering Department. The senior engineer will perform complex engineering calculations and design for solid waste and wastewater facilities, assist in the preparation of engineering and construction contracts for bidding of authority projects, prepare detailed engineers estimates, review detailed construction shop drawings for conformity to contract plans and specifications and manage projects during construction phase activities.

### **RESPONSIBILITIES**

- Perform complex engineering calculations and design for all structural systems (steel, concrete, etc.), hydraulics, sewer design, pump station design, Solid Waste facilities and Wastewater treatment processes.
- Responsible for the preparation of engineering and construction contracts for bidding of Authority projects.
- Review all contractor quantities for progress payments. Review contract modification requests. Track and monitor all project costs.
- Responsible for the review of detailed construction shop drawings for conformity to contract plans and specifications.
- Perform construction inspection including supervision of inspection staff for compliance to contract specifications and plans for Authority construction projects.
- Provide overall project management of capital improvement projects.
- Provide engineering input on wastewater treatment and solid waste improvement projects.
- Prepare "Requests for Proposals" for all outside engineering/surveying/inspection services and project management of said third party consultants.
- Responsible for oversight of the Regional Collection System Flow Model Spreadsheet and Authority's review/approval of system connection requests and Treatment Works Approval applications.
- Interaction, coordination, and follow up with local, county and state governmental agencies.
- Serve as a mentor to the Associate Engineering position.
- As needed and/or directed, assist the ACUA with its environmental mission and commitment to excellent customer service, to include but not limited to: serve in an advocacy role, help with site tours when requested, volunteer for events and activities that the Authority participates in or sponsors, and volunteer for community service, etc.
- Remain compliant with all training requirements for this position. The training requirements for this position are located on InsideACUA in the Employee Resources section (Blue Box) under Training Resources.

### **MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS**

- Bachelor's degree in Civil/Environmental/Mechanical and/or Architectural Engineering.
- License to practice engineering in the State of New Jersey.
- Minimum 6 years' experience in Civil/Environmental Engineering Field.

### **ESSENTIAL SKILLS, KNOWLEDGE, AND ABILITIES**

- Valid driver's license in good standing.
- Knowledge of NJDEP permitting, and all building codes.
- Proficient in Microsoft Office Suite (Excel, Word, Outlook, PowerPoint), AutoCad and other civil engineering software applications.
- Exceptional project management and communication skills.

### **PREFERRED QUALIFICATIONS**

- Master's Degree in Civil/Environmental/Mechanical Engineering.

### **PHYSICAL REQUIREMENTS**

*The physical activities described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Essential functions are those functions that the employee who holds the position or the candidate that desires the position must be able to perform unaided or with the assistance of a reasonable accommodation. When possible, reasonable accommodations may be made for persons who are disabled under the law. Reasonable accommodations are those accommodations which, as defined under applicable State and Federal law, enable disabled individuals to perform the essential functions of their job title and to meet the Employer's expectations for the job title.*

*While performing the functions of this job the employee:*



Constantly communicates, converses and exchanges information with customers, the public and other employees in person, electronically and/or via telephone. Constantly operates computer devices and/or business productivity machinery. Must be able to remain in a stationary position for at least 50% of the time. Frequently moves about inside the office to access file cabinets, office machinery, etc. Frequently moves and transports supplies, materials, equipment and/or mechanical components up to 25lbs. Frequently moves and positions self for extended periods to work in tight, close, high and low workspaces. Frequently operates hand, power, and other mechanical or maintenance tools and equipment. Occasionally ascends/descends ladders. Must be able to operate test instruments and tools requiring manual dexterity and good visual acuity. Must be able to be exposed to or work under the following conditions: near moving parts and large machinery, fumes or airborne particles, toxic or caustic chemicals, work in areas with excessive vibration, loud noises and risk of electrical shock. Must have close, distance, color, peripheral and depth vision. Must be able to work safely at all times by observing all safety rules and regulations while utilizing all available safety equipment. Must be able to work in all outdoor weather conditions.

Job Description Acknowledgement

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|---------------------------------|--------------------------------|--------------|
| <i>Employee (Print Name):</i>   | <i>Employee's Signature:</i>   | <i>Date:</i> |
| <i>Supervisor (Print Name):</i> | <i>Supervisor's Signature:</i> | <i>Date:</i> |