



DES MOINES WATER WORKS
invites applications for the position of:

Project Manager- Engineering

SALARY: \$51.06 - \$67.90 Hourly
\$106,195.72 - \$141,240.31 Annually

OPENING DATE: 09/10/21

CLOSING DATE: 10/10/21 05:00 PM

JOB SUMMARY:

Under the general direction of the Engineering Supervisor or Engineering Services Manager; develops, leads, and ensures the timely completion of medium to large technical implementation projects and various special projects. This will include, but not be limited to, project planning, project scheduling, resource management, financial management, and communication.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS:

- Develops and manages engineering-based projects that encompass the complete project life cycle including project requirements, task development, project scheduling, project design, contract document generation, contingency planning, project construction, project start-up, and training.
- Supervises, manages, and directs project teams from a variety of departments representing diverse skill sets. Directly controls and manages multiple \$50,000 to \$5,000,000 engineering projects from conception through completion. This includes assuring technically sound engineering design, managing team members and resources, and coordinating work of several disciplines.
- Provides advanced technical design, specification writing, research for engineering based projects, and protects design integrity throughout the design, construction, and training phases of the project.
- Coordinates and troubleshoots technical aspects of design and construction with staff members, consultants, and contractors.
- Produces written reports and makes oral presentations for the Board of Trustees and various members of management, including the CEO and General Manager.
- Develops and prepares Requests for Proposal (RFP) for procuring technical services from engineering consultants when such services are required for a project.
- Develops, negotiates and executes long-term contracts for handling, storage disposal and re-use of waste streams produced continuously from the water treatment process.
- Reviews engineering designs, studies, and reports prepared by other staff members and outside consultants to ensure technical accuracy.
- Assists Engineering Services Manager in identifying operating and capital improvement needs and overall planning and operation of engineering activities. Develops budgets and timelines for work plans.
- Works with other departments to secure resources and ensures resources are used effectively.
- Defines roles and expectations of team members and ensures timely feedback. Provides for technical and professional development of staff and knowledge succession.
- Represents utility at local and state committees and meetings to discuss issues and/or coordinate efforts.

- Communicates key milestones, issues, and project status to Engineering Supervisor and Services Manager and all involved. Resolves conflicts and issues affecting project scope, quality, effort, risk, and timeline.
- Performs other duties of a similar nature.

QUALIFICATIONS:

Education:

Bachelor's Degree in Engineering or related field.

Experience:

At least four years progressive engineering experience, with two years in design and construction of major water treatment or water distribution projects. Must include working in a team environment, with accountability for resources and finances. An equivalent combination of education and experience sufficient to successfully perform the essential functions of the job may be substituted.

Licenses/Certifications:

Active registration in Iowa as a Professional Engineer (PE).

Valid Iowa Driver's License with good driving record.

Ability to obtain a IDNR Grade II Water Distribution Operator and/or Grade II Water Treatment Operator License within 18 months of employment

PREFERRED QUALIFICATIONS:

Professional Land Surveyor.

Master of Science in Civil or Environmental Engineering.

SUPPLEMENTAL INFORMATION:

PHYSICAL REQUIREMENTS:

Frequently lifts up to 10 pounds

Occasionally lifts up to 25 pounds

WORKING CONDITIONS:

Frequently works in office or similar indoor environment

Occasionally works in outdoor environment, street environment, construction site, confined space or warehouse environment

Frequently lifts up to 10 pounds

Occasionally lifts up to 25 pounds

Des Moines Water Works is an Equal Opportunity Employer

The selection process consists of an evaluation of education and experience, an interview, completion of selected assessments and completion of a criminal background check, which includes a sex offender registry check. The selected Des Moines Water Works candidate must also be able to pass a preemployment drug screen and physical.

E -Verify Process:

Des Moines Water Works participates in E-Verify and will provide the Social Security Administration(SSA) and, if necessary, the Department of Homeland Security(DHS),with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with Des Moines Water Works must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documents as soon as possible after the job offer has been made. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 515-283-8701.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.dmww.com/careers>

Position #1-1185-21
PROJECT MANAGER- ENGINEERING
RB

2201 George Flagg Parkway
Des Moines, IA 50321
515-283-8717

employment@dmww.com

Project Manager- Engineering Supplemental Questionnaire

- * 1. Describe your experience in designing and constructing new and modified facilities and infrastructure.

- * 2. Please describe your work experience with management of multiple concurrent projects.

- * 3. Please describe the most technically challenging project you have worked on and how you managed it to completion

- * 4. Please give an example of how you have created a bid package for a large-scale project

- * 5. Please provide any additional information which you feel makes you an ideal candidate for the position.

- * Required Question