

<b>Position Title:</b> <b>Associate Plant Engineer</b>		<b>Location:</b> <b>James Island (Harborview Circle)</b>	<b>Status:</b> <b>Established Position, Full-time</b>
<b>Salary Range:</b> \$58,260.80 (\$28.01/hr) - \$90,313.60 (\$43.42/hr)	<b>Grade:</b> 111	<b>Department:</b> <b>Environmental Resources</b>	<b>Hours:</b> 7:00 am - 3:30 pm

**APPLICATIONS ACCEPTED THROUGH WEDNESDAY, JULY 19, 2017.  
WE ARE AN EQUAL OPPORTUNITY EMPLOYER.**

### Position Summary:

Under limited supervision prepares project designs, drawings, construction documents, cost estimates, material orders, reports, addenda and change orders, and planning recommendations for infrastructure and process improvements at domestic wastewater treatment facilities. Provides technical guidance to assist in the operations and maintenance of the wastewater treatment facilities.

### Essential Functions:

- Develop and implement capital projects for process optimization, manpower efficiency, and regulatory compliance.
- Develop and prioritize equipment upgrades and new purchases.
- Routinely inspect all facilities to identify physical plant deficiencies and needs.
- Perform studies and engineering investigations, provide cost estimates and evaluate work and treatment processes to identify opportunities for increased efficiency and other improvements.
- Manage projects involving external consultants and contractors.
- Assist internal maintenance and operations department as necessary.
- Coordinate with Engineering & Construction Department engineers during all phases of major capital projects.
- May be required to work during emergency (hazardous) conditions.
- Regular attendance is required.
- Job performance must conform to all CWS policies and procedures.
- Develop specific knowledge of CWS Environmental Management System Policy and Procedures.

### Additional Duties

- Subject to 24-hour on-call.
- Perform other duties as assigned.

### Physical Requirements, Activities, and Working Conditions

- Routinely ascend/descend ladders, stairs and ramps as high as thirteen (13) stories at Plum Island. Ability to work at elevated height levels as needed to perform various task.
- Ability to make visual observations of repairs, construction, equipment installation and field work in progress to ensure compliance.
- Ability to communicate effectively in writing, verbally and with a 2-way radio, to include comprehension of complex oral and written instructions.
- Ability to move about extensively for long distances over an extensive plant site with varied topography and features.
- Occasionally positions self to exert up to 50 lbs of force and/or up to 25 lbs of force constantly to move objects. Objects greater than 50 lbs require a two-person operation.

- Constantly works in internal / external environmental conditions. Subject to atmospheric conditions of one or more of the following that affect the respiratory system or skin: Fumes (paint), odors, dusts, gases, etc. Personnel Protective Equipment Required.
- May be required to wear a respirator and/or self-contained breathing apparatus (SCBA).
- Required to work with chemicals used in wastewater treatment processes.
- Frequently positions self to move, traverse to perform required work.
- Frequent sedentary work with extended sitting required.
- Occasional exposure to loud machinery. Hearing Protection Required.
- Ability to issue, receive and understand complex oral and written instructions.
- Ability to observe and comprehend computer screens.
- Must be able to make visual observations in daylight and night.
- Ability to operate and maintain motor vehicles.
- Ability to communicate effectively in writing, verbally and with a 2-way radio to include comprehension of complex oral and written instructions.
- Must be able to wear Personnel Protective Equipment (PPE) as defined in the Job Safety Analysis (JSA) to perform the required essential functions.

### **Education and/or Experience**

- Bachelor's degree in engineering from ABET accredited program with four (4) years of progressive engineering work.
- At least 3 years experience managing industrial, municipal or capital infrastructure projects is preferred.
- Computer skills: must have extensive experience with windows based word processing and spreadsheet software (prefer Word or Excel). Including use of complex, menu driven programs.
- Good public speaking skills enabling the presentation of reports, project concepts and other information to regulatory boards, environmental groups, town or city councils or others as required.
- AutoCAD and/or Revit experience is preferred.
- Prior work record indicating dependability and conscientiousness.

### **Licenses, Certifications, Registrations**

- Engineer-in-Training registration is required.
- Must possess and maintain class "A" Biological Wastewater Treatment Operator license within 24 months of hire.
- Valid South Carolina Driver's License required.

### **Training Needs:**

- OSHA and Departmental safety training as required.
- Skills Based Training
- Standard Operating Instruction (SOI) per department requirements
- ISO 14001 standards for department and company.
- See Department Competency and Training Matrix for this position

### **Potential Career Path:**

**ELIGIBILITY FOR PROMOTION TO VARIOUS POSITIONS THROUGHOUT THE COMMISSION DEPENDS UPON INDIVIDUAL QUALIFICATIONS, AND NOTED JOB PROGRESSIONS ARE NO GUARANTEE OF CAREER PATH TO THESE OR ANY OTHER JOB(S) AT THE COMMISSION.**

- Plant Engineer
  - Engineer
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**Computer Skills: Advanced**

To perform this job successfully, an individual should have a thorough knowledge of Microsoft Windows, Outlook, Excel and Word or similar software, i.e. Mainframe System Program, CMMS, other specialized software.

**Decision-making Authority: Procedural (Exempt)**

Follows general policies and procedures and makes regular decisions impacting subjects or employees under their responsibility. The employee may collect data, establish facts and draw conclusions on which to base decisions. The decisions affect the immediate workgroup or customer involved and may impact the operations of the division or organization. Decisions may be reviewed and reversed by a higher authority.

**Supervisory Responsibilities: Full Line w/ HR Responsibility**

This job supervises assigned employees and/or subordinate supervisors and is responsible for the overall direction, coordination, and evaluation of the unit(s). Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

**Language Skills: Professional**

Ability to comprehend abstract instructions. Ability to read and analyze complex periodicals and journals, financial reports, and government regulations. Ability to write general reports, correspondence, procedure manuals, and articles for publication. Ability to effectively present information to top management, The Commissioners, and the general public. Ability to respond to common inquiries or complaints from the general public.

**Mathematical Skills: Advanced**

Ability to apply concepts of advanced algebra, statistics and geometry to practical and abstract situations. Ability to develop and analyze budgets, complex spreadsheets, financial analyses, etc. Ability to calculate statistics, trends and make projections.

**Reasoning Ability: Advanced**

Ability to define problems, collect data, establish facts, draw valid conclusions and make recommendations. Ability to interpret an extensive variety of technical instructions furnished in a variety of forms. Ability to deal with a variety of abstract concepts and variables.

**Safety Sensitive Position: Yes**

This position falls under our Substance Abuse Policy and is subject to: post-accident, reason suspicion, random, periodic, and pre-employment alcohol/controlled substance testing. For additional information about safety sensitive drug testing, see CWS Substance Abuse Policy and Procedures

**Environmental Sensitive Position: Yes**

Charleston Water System is an ISO 14001 Certified company that promotes activities which support environmental protection, prevention of pollution, positive impacts on human health, and continual improvement to work processes and the environment. The carrying out of the job requirements as herein described present the potential to significantly impact the environment. Therefore, specific knowledge and application of CWS Environmental Management System (EMS) policies, procedures, and instructions is needed to carry out job responsibilities and requirements.

**NOTE:** THE COMMISSION RESERVES THE RIGHT TO MODIFY, INTERPRET, OR APPLY THIS JOB DESCRIPTION IN ANY WAY THE CWS DESIRES. THIS JOB DESCRIPTION IN NO WAY IMPLIES THAT THESE ARE THE ONLY DUTIES, INCLUDING ESSENTIAL DUTIES, TO BE PERFORMED BY THE EMPLOYEE OCCUPYING THIS POSITION. THIS JOB DESCRIPTION IS NOT AN EMPLOYMENT CONTRACT, IMPLIED OR OTHERWISE. THE EMPLOYMENT RELATIONSHIP REMAINS "AT WILL." THE AFOREMENTIONED JOB REQUIREMENTS MAY BE CHANGED BY THE COMMISSION TO COMPLY WITH APPLICABLE FEDERAL OR STATE LAW.