



# Job Vacancy

## Staff Engineer

**DEPARTMENT:** Engineering

**STATUS:** Full Time

**REPORTS TO:** Director of Engineering

**SALARY:**

Date Posted: **Monday, September 9, 2024** Date: Removed: **OPENED UNTIL FILLED**

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### ***JOB DESCRIPTION:***

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Incumbent serves as Staff Engineer for the Engineering Department, responsible for planning, organizing, controlling, and coordinating predictive/preventive/corrective wastewater treatment/collection system maintenance programs, ensuring compliance with all requirements. Designs sanitary and stormwater sewer projects. Develops project drawings and writes specifications. Reviews plans and specifications for proposed sanitary sewer and wastewater treatment plant projects, reviews consultant projects to ensure that projects are carried out in an efficient manner for both schedules and budgetary concerns, and reviews storm water projects and private development projects ensuring best practices are used in drainage, grading, and erosion control improvements. Reviews MS4 Construction (Rule 5) and Post Construction (Rule 13) Permits, ensuring compliance with City ordinances, and IDEM General Storm Water Management Permit. Plans and executes work and assignment of resources. Determines scope of work, coordinates staff and prepares schedules, processes related documents, approves billing and invoices, develops and maintains client relationships, and other required duties. Leads Engineering survey team.

Evaluates or supervises evaluation of operations, maintenance, and performance of water, wastewater treatment facilities, and/or network systems. Diagnoses operational problems and determines appropriate measure for resolving issues. Designs and reviews for new and upgraded facilities. Develops new techniques and or improved processes for optimization of wastewater collections and treatment, including lift stations. Works with all departments, consultants, and outside contractors on projects and maintenance activities, coordinating work activities and ensuring work quality conforms to standards and contract agreements, attends progress meetings and reports on status of major projects, and reviews contractor invoices. Prepares internal and external contractual reports and ensures department performance meets contract scope. Reviews sewer tap/sanitary tie-in applications

for new businesses/residential development, ensuring compliance with applicable standards and requirements. Responds to and resolves customer inquiries and complaints. Responds to engineers and contractors regarding mapping and sewer conditions. Assists with development of standard operating/safety/preventive maintenance procedures, operations, and manuals. Assists with development and implementation of training programs for staff. Attends City Planning Review meetings and provides information on sewer requirements. Provides Treatment Plant drawings as requested. Performs related duties as assigned.

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### **QUALIFICATIONS:**

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Bachelor's degree from accredited college or university in civil, environmental, or wastewater engineering or related field, with two -five years or more of progressively responsible professional engineering experience.

Possession of valid Indiana Engineer in Training certification and all other required certifications/training, including Class IV Wastewater Collection System Operator, Class IV Wastewater Treatment Operator, and NASSCO Assessment & Certification Program certifications, or ability to obtain required certifications within two (2) years of hire.

Thorough knowledge of INDOT, AASHTO, and ASTM Standards, and all applicable City infrastructure standards, with ability to research City of Gary Street, Sewer, and Infrastructure Standards and Specifications Manual.

Thorough knowledge of other related federal/state/local laws, regulations, statutes, ordinances, codes, and guidelines such as pertinent aspects of NPDES, SWPPP, and SWMP, with ability to research information sources, design wastewater/storm water systems, design with sustainability/green infrastructure principles, and ensure compliance and environmental protection.

Thorough knowledge of I/I evaluations, construction/contract administration, MS4, and NPDES requirements with ability to manage storm water, including compliance, reporting, and construction (Rule 5) and post construction (Rule 13) permit review and approval under NPDES/IDEM MS4 Program.

Thorough knowledge of and ability to apply calculations of Total Maximum Daily Load (TMDL), flow rate and rainfall, and water quality.

Thorough knowledge of modification and practices of engineering with ability to properly plan, analyze, evaluate, design, and manage wastewater treatment operations, collections, maintenance, and construction projects.

Thorough knowledge of theories and practices in the field of storm water management, including low impact development (LID) and watershed planning/wetland protections, with ability to research legal codes and professional journals and administer storm water program development and design.

Ability to occasionally work extended/evening hours, travel out of town for meetings/training/ conferences, sometimes overnight, and respond to emergencies on 24-hr basis or from off-duty status.

Possession of a valid driver's license and demonstrated safe driving record.

Apply at [Garysanitary.com/careers/](http://Garysanitary.com/careers/)

