

Assistant Engineer

The Bangor Water District has an immediate opening for a full-time Assistant Engineer to join our engineering team in Bangor, Maine. Starting pay ranges from \$24.35-\$30.58/hour, including competitive benefits such as: Health, dental, vision, retirement, tuition assistance, boot allowance, and a company cell phone. Overtime is also available.

This position will work under the direction of the District Engineer to provide engineering support to all internal departments, as well as over 30,000 customers across seven communities. This position provides the opportunity to work in the field and in the office, as well as be involved in all phases of infrastructure development.

Key Duties:

- Designs and drafts various technical drawings dealing with construction and water service projects, ensuring complete and proper schematics. Performs surveying and layout. Creates plan and profile drawings for new projects, as well as prepares project specifications.
- Conducts water line and general construction site inspections to assure adherence to drawings and specifications, as well as the accuracy of District records. Performs after-hours inspections as needed.
- Maintains the development and retention of various District records including water main, water service, and hydrant data.
- Responds to inquiries from customers, fire and police, public works, contractors, engineering consultants, other utilities, and governmental agencies.
- Pilots the District's drone to perform construction site and facility inspections.

Education: Bachelor's degree in civil, mechanical or environmental engineering, construction management, or equivalent preferred.

Experience: Experience in waterworks, construction, engineering, or project management preferred.

Licenses: Possess or obtain within two years of hire State of Maine operator licenses for a Class 3 Water Treatment System and a Class 3 Distribution System. Possess or obtain within 5 months of hire a Part 107 Commercial Drone Operator's License. Class C driver's license required.

Skills and Knowledge: Demonstrated computer proficiency at operating PCs, tablets, server and cloud-based systems. Possesses strong verbal and written communication skills. Familiarity with electronic databases, GIS, survey and layout, and SCADA. Proficiency in preparing construction drawings using CAD software. Knowledge of MPUC rule chapters 62 and 65 preferred.

BANGOR WATER

POSITION DESCRIPTION

JOB TITLE: Assistant Engineer

Pay range is \$24
to \$30 per hour.

DEPT: Engineering

JOB TYPE: Full-time employee, Hourly

GENERAL DESCRIPTION: Provides engineering support to all departments under the direction of the District Engineer.

Serves as primary point of contact for the public on technical matters involving the District's water main and service technical requirements, distribution and transmission line information, and all other engineering-related matters.

Normal work hours are 7 a.m. – 3:30 p.m. Monday – Friday (excluding holidays). Serves on weekend and holiday on-call rotation. Must live within 30 miles of the Bangor City limits to ensure prompt response for emergencies.

DUTIES:

- Designs and drafts various technical drawings dealing with construction and water service projects, ensuring complete and proper schematics. Performs surveying and layout. Creates plan and profile drawings for new projects, as well as prepares project specifications.
- Assists the District Engineer in planning, locating, and designing services, mains, and miscellaneous projects including providing information on facilities owned by BWD.
- Provides project management for internal and external projects involving the District and District facilities.
- Conducts water line and general construction site inspections to assure adherence to drawings and specifications, as well as the accuracy of District records. Performs after-hours inspections as needed.
- Pilots the District's drone to perform construction site and facility inspections.
- Assists in field layout of mains, valves, and hydrants using survey instruments where needed.
- Researches geographical and asset records, gathers information from consultants and municipalities, and conducts field surveys to be used in the planning of new water projects and system upgrades.
- Maintains the development and retention of various District records including water main, water service, and hydrant data.
- Responds to inquiries from customers, fire and police, public works, contractors, engineering consultants, other utilities, and governmental agencies.
- Provides information to employees as needed, both at District facilities and in the field. Assists with the development and maintenance of the District's geographical information system (GIS)
- Prepares estimates for construction projects, equipment purchases, and facility upgrades.
- Obtains necessary permits required for BWD operations. Assists with the preparation of department budget.
- Assists in writing standard operating procedures and technical specifications for projects, equipment, and materials
- Deploy leak detection equipment and assess the condition of assets.

- Serves on management rotation for after-hours on-call and holiday duty. Responds to emergencies as necessary.
- Performs related duties as required.

REQUIREMENTS:

Education: Bachelor's degree in civil, mechanical or environmental engineering, construction management, or equivalent.

Experience: Experience in waterworks, construction, engineering, or project management preferred.

Licenses: Possess or obtain within two years of hire State of Maine operator licenses for a Class 3 Water Treatment System and a Class 3 Distribution System. Possess or obtain within 5 months of hire a Part 107 Commercial Drone Operator's License. Class C driver's license required.

Skills and Knowledge: Demonstrated computer proficiency at operating PCs, tablets, server and cloud-based systems. Possesses strong verbal and written communication skills. Familiarity with electronic databases, GIS, survey and layout, and SCADA. Proficiency in preparing construction drawings using CAD software. Knowledge of MPUC rule chapters 62 and 65 preferred.

RESPONSIBILITIES:

Assist the District Engineer with the management of the operations of the Engineering Department.

Provide project management for new water service projects and main extensions.

Inspect new water service projects and main extensions.

Operate and maintain surveying equipment.

Assist with the design and management of water main replacement projects and other District engineering projects.

Assist District employees with computer software and other IT tasks.

PERSONAL WORK RELATIONSHIPS:

Supervises: no supervisory responsibilities

Reports to: District Engineer

Maintains contact with supervisors, co-workers, vendors, customers, contractors, and members of the general public. Act as liaison between the District and other utilities and government agencies.

Work location: 614 State St., Bangor, ME

Performs the majority of duties in an office setting but, is periodically exposed to varying weather conditions and equipment when performing some duties.

ADDITIONAL JOB REQUIREMENTS:

Ability to: legally operate assigned District vehicles; work in accordance with safe procedures and the District's safety program, including in confined spaces; respond to emergencies at all hours and in all weather conditions; lift 50 lbs.; climb ladders; work and travel across uneven terrain, such as a construction site; live within 30 miles of the Bangor city limits; serve on management week and holiday call-in rotation; and communicate with co-workers, vendors, and members of the public in a courteous and effective manner.