



POSITION AVAILABLE

Deputy Director of Engineering

Sewer -Engineering Department

While other Employers might offer competitive pay, Washington County Government offers a full, comprehensive compensation package worthy of your time and talents.

Please take a look at what you can expect to earn as a **Deputy Director of Engineering** during your first year as a full time Employee with Washington County Government:

- ✓ **Six (6) Paid Personal Days**
- ✓ **Ten (10) Paid Vacation Days**
- ✓ **Thirteen (13) Paid Holidays; plus Three (3) partial holidays.**
- ✓ **Fifteen (15) Paid Sick Days**
- ✓ **County and Employee funded “Cadillac” Healthcare including Health, Prescription, Dental and Vision Coverage for under \$1.00 / hour (*Employee Only*)**
- ✓ **County Paid Employee Assistance Plan**
- ✓ **County Paid Life Insurance**
- ✓ **County Paid Accidental Death and Dismemberment Insurance**
- ✓ **County Paid Short Term Disability Insurance**
- ✓ **County Paid Long Term Disability Insurance**
- ✓ **Up to \$2,500.00 Annual Tuition Reimbursement Assistance**
- ✓ **County and Employee funded Defined Pension Plan (*According to CNN.com, only 4% of Workers in the Private Sector have Defined Pension Plans*).**
 - **Vested in just five (5) years.**
 - **Credit for Prior Military Service and Unused Paid Sick Days.**
- ✓ **The gratification and fulfillment of serving the Taxpayers and Citizens of Washington County, Maryland.**
- ✓ **An Annual Salary of \$70,928.00 (*Non-negotiable*)**

If our **Deputy Director of Engineering**, comprehensive compensation package interests you, please continue reading through our job posting to learn more about the position’s duties, responsibilities, prerequisites, etc. and apply online today.



JOB TITLE: Deputy Director of Engineering **GRADE** 17
DEPARTMENT: Sewer-Engineering **FLSA STATUS:** Exempt
REPORTS TO: Director of Environment Management

GENERAL RESPONSIBILITIES:

Responsible for the management and operations of the Engineering Services Department. In charge of providing engineering, funding acquisition and project support to the Department of Water Quality. Responsible for managing the small development construction and Capital Improvement projects for the Department of Water Quality. Direction is provided by the Director of the Division of Environmental Management.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

1. Plan, supervise and implement department operations and policies.
2. Direct the work activities of the Environmental Engineer, Project Manager and Allocation/Permit Specialist.
3. Supervise and or completes the Department's engineering workload during the planning, design and construction of water and sewer projects based on priorities set by the Division Director.
4. Responsible for the efficient and cost-effective management of CIP projects for the Water Quality Departments.
5. Assists the Deputy Directors of Water Quality in preparing their respective CIP budgets and budget transfers.
6. Prepare specific reports for the in-house and outside use including project status reports for the Director of Environmental Management and the Deputy Directors and Advisory Commissions for Water Quality.
7. Prepare, review, and approve annual operating budgets for department.
8. Responsible for pursuing and managing grant/loan funding for water and sewer projects.
9. Maintain current knowledge on all matters relating to the departmental activities.
10. Assure that all related information for decision making by the Director of Environmental Management, Deputy Directors Water Quality, the Water Quality Advisory Commission, and the Board of County commissioners is addressed in a timely and efficient manner.
11. Responsible for providing engineering technical assistance as required for daily operations of Water Quality Departments.
12. Coordinate the preparation and processing of the County's water and sewer construction permits including coordination with MDE for permits under their jurisdiction. Also responsible for obtaining other State and local permits as required for construction.
13. Responsible for maintaining the Water and Sewer Construction Standards and coordinates with the Deputy Directors of Water Quality on updates and modifications for new industry standards.
14. Review and approve all time sheets and purchase requisitions for department.
15. Resolve personnel issues, as necessary.
16. Interact with regulatory agencies.
17. Review and interpret policies and regulations.
18. Resolve engineers, developer, and contractors' concerns.
19. Represent the Division and provide technical testimony ad required.
20. Provide technical support to the Economic Development Commission, Planning Commission, Permits Departments, County Engineering Department and County Attorney's office and other agencies both public and private.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Ability to plan, maintain and manage capital and developmental projects.
2. Excellent communications skills and ability to write technical documents.
3. Ability to read and comprehend reports of engineering proposals, procurement proposals and contract documents, including plans and specifications.
4. Sufficient technical knowledge to plan, manage and design water, wastewater projects to meet or exceed all local, state and federal requirements/regulations.
5. Knowledge of and ability to interpret Local, State and Federal regulations relating to the water and wastewater industry.
6. Ability to maintain good public relations and work with a variety of people.
7. Sufficient knowledge of standard construction methods associated with water and sewer construction projects.

EDUCATION AND EXPERIENCE:

1. Bachelor of Engineering focusing on civil or environmental sciences.
2. Professional Engineer Certification preferred.
3. Prior experience in management of public utilities projects preferred.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS:

Must have the use of sensory skills to effectively communicate and interact with the other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle, or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. Some standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Must be mobile and able to examine infrastructure including climbing in and out of manholes and utility vaults.

SPECIAL REQUIREMENTS:

Possession of a valid driver's license. Licensed as a professional engineer in the State of Maryland, or able to gain reciprocity within 6 months.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks

Easy Ways to Apply:

Visit our website at <https://www.washco-md.net/jobs/>

or

Complete and email an Application to HR@washco-md.net

or

Complete and mail Application to:

**Washington County Human Resources Department,
100 W. Washington Street, Room 2300,
Hagerstown, Maryland 21740.**

Internal Candidates are required to use an Internal Application (including resume) when applying.

DEADLINE FOR FILING APPLICATIONS WITH HUMAN RESOURCES:

Tuesday February 22, 2022 @ 4:00p.m.

Washington County is an Equal Opportunity Employer. Individuals requiring special accommodations or assistance are requested to contact the Human Resources Department at 240-313-2350, Voice or TDD (D/HH use 711) M/F/H/V