

Project Engineer

The Project Engineer conducts various tasks and manages Programs related to Asset Management in support of NPWA and Department Goals and Objectives. The Project Engineer provides planning, project management, administration and engineering functions related to major capital, maintenance and developer main extension projects, as required. This position works under the supervision of the Director of Operations and Engineering and is given a variety of assigned tasks pertaining to water system operations, engineering and planning.

Core Job Duties and Responsibilities:

1. Under the Director of Operations and Engineering, manages special capital projects, such as new tanks, booster and wells in support of the Capital Investment Plan including project planning and scheduling, budget preparation, consultant hiring, project scheduling, public E-bidding and construction management to project closeout
2. Manages the Developer Main Extension Process from project initiation to project closeout, including coordination with the Solicitor, Director of Engineering and Developer, including development of project costs, review of NPWA water main design, obtaining Fire Marshall approval, preparing Board Main Extension agenda, monitoring project status and construction progress, release of security, and reconciling project for project closeout and other tasks as needed, working with the IT, Engineering, Operations and Finance Departments
3. Updates monthly Engineering and Operations Report for the Board Packet for all Main Extension Activity.
4. Manages the Tank Inspection and Maintenance Program including annual ground inspections and the 5 year comprehensive inspection survey including hiring of the Consultant to perform work and develop budget recommendations for tank maintenance and improvement
5. Maintains and updates Project Status Sheets for all Developer and NPWA water main extension and replacement work from project initiation until project closeout and conducts monthly meetings to report back to NPWA staff
6. Coordinates all PennDOT work as it relates to NPWA project participation in PennDOT projects, including preparation of Cost Reimbursement Agreement, Consultant management, engineering design of new improvements, monitoring and inspecting construction work, and working with PennDOT to close out the project
7. Reviews PennDOT letting schedules for areas of interest for possible partnering projects and to determine areas of impact in the NPWA service area. Maintains relationship with PennDOT officials.
8. Working with Operations and Engineering staff conducts feasibility studies related to system improvements such as system expansion, pressure and flow studies, leakage management and other special studies that may be needed from time to time
9. Administrates and manages the Contracts with cellular carriers including periodic requests for antenna upgrades, negotiating lease extensions, reviewing proposed work, ensuring pre- and post-inspection work is completed and ensuring tank integrity is not compromised by cellular antenna Owners and their Contractors.
10. Responsible for all surveying needs of the Authority to include the hiring of surveyors and review and approval of all surveying work
11. Prepares applications and plans as required for special permits including DEP general permits, E&S, road detour, stream crossing, railroad and turnpike license acquisitions as needed for water main construction projects
12. Updates and prepares Distribution System Optimization Program annual report to AWWA coordinating work with the Operations and Water Quality Departments. Reviews Action List and prioritizes, budgets and schedules work to completion system initiatives
13. Under the direction of the Director of Operations and Engineering, provides engineering support in the development and completion of 5 year updates to the NPWA Water Master Plan utilized to develop the Infrastructure Capital Investment Plan
14. Conduct other tasks, as needed in the performance of duties

Qualifications:

- BS in Civil/Environmental Engineering or similar Engineering discipline from an accredited institution with 0-2 year experience

Licensure/Certification:

- Valid Driver's License
- EIT preferred or within 1 year of employment
- PMP certification desirable but not required

Specialized Skills & Knowledge:

- Knowledge of the basic principles and practices of engineering
- Familiarity with hydraulic modeling and hydraulics engineering

ABOUT NORTH PENN WATER AUTHORITY

Established in 1965, North Penn Water Authority (NPWA) is a municipally owned, nonprofit Authority with a dedicated, professional workforce committed to providing the community with a safe, reliable, and economical water supply. Our employees, many of whom are NPWA customers themselves, take pride in being able to provide this service to the community. We look forward to the successful candidate joining our team.

We are an Equal Opportunity Employer.

<https://npwa.org/employment/>

NPWA reviews each application that is received. Please remember to check your emails for updates about your application. After applying, review your email to ensure that you have completed all requested information, and that you have received a confirmation email. Applications are not added to our systems until you receive a confirmation email.