

# NEW CASTLE COUNTY GOVERNMENT

Number 0669

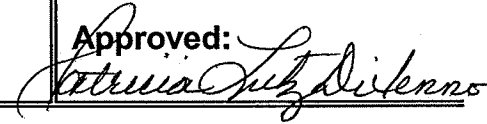
Page 1 of 2

Date 11/01/03

## CLASS SPECIFICATION

Title: SEWER MANAGEMENT ENGINEER

Approved:



GENERAL STATEMENT OF DUTIES: Performs professional engineering and administrative work in infrastructure management and planning; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class applies professional knowledge, skills, judgment, and experience in the long-range planning of sanitary sewer infrastructure improvements in support of the County's comprehensive plan. Responsibilities include the direction and coordination of the activities of infrastructure management and planning to include the preparation of the sanitary sewer Capital Improvement Program, management of the sanitary sewer rehabilitation program, and the maintenance of an information system to record infrastructure capacities to facilitate decisions concerning growth management. This employee also performs administrative tasks in line with responsibilities and operates under general supervision. This employee may also supervise staff.

EXAMPLES OF WORK: (Illustrative Only)

- Prepares a long-range sewer infrastructure plan and coordinates with the Department of Land Use in developing infrastructure management strategies under the County's growth management plan;
- Assesses sewer capabilities in line with the County's comprehensive plan;
- Responsible for adequate community facilities determinations for sanitary sewer and the development of mitigation measures when appropriate;
- Prepares short- and long-range capital sanitary sewer program;
- Makes engineering calculations related to infrastructure management and planning;
- Develops and maintains County-wide sewer capacity information system;
- Provides technical guidance through advice and consultation regarding sewer management and planning;
- Oversees the Permanent and Portable Sewer Meter Program;
- Manages the Sanitary Sewer Rehabilitation Program to include performing or overseeing: infiltration/inflow studies, sewer system evaluation surveys, project design, and project construction;
- Performs, oversees, or participates in sewer facilities plans;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;

# NEW CASTLE COUNTY GOVERNMENT

Number 0669

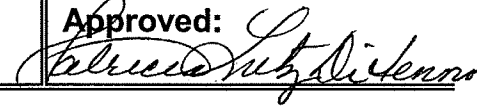
## CLASS SPECIFICATION

Page 2 of 2

Date 11/01/03

**Title:** SEWER MANAGEMENT ENGINEER

**Approved:**



- Operates a data processing terminal, personal computer, and other related equipment in the course of the work.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Thorough knowledge of the principles and practices of engineering as applied to the design and planning of sewer and sewer-related projects; thorough knowledge of the principles and practices of sewer rehabilitation and infiltration and inflow identification and control; ability to adapt to systems development and computer database management products utilized by the County in order to develop and maintain a sewer capacity management information system; ability to utilize, manage, and coordinate a geographic information system with other departments; ability to plan projects and prepare related designs; ability to plan and direct the work of subordinates; ability to make difficult engineering computations and to make comprehensive recommendations on engineering problems; ability to establish and maintain effective working relationships with others; good professional engineering judgment; ability to communicate courteously and effectively, both verbally and in writing; ability to pass a Class III County physical examination.

**ACCEPTABLE EXPERIENCE AND TRAINING:** At least three years professional engineering experience at the level of a professional engineer specializing in sanitary sewers and hydraulics and possession of a Bachelor's Degree from an accredited college or university with major course work in engineering; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

**ADDITIONAL REQUIREMENTS:** Possession of a professional engineer's license issued by the State of Delaware, or its equivalent with possession of a Delaware license within one year of the date of hire; possession of a valid Delaware Class D driver's license or its equivalent.

**HISTORY OF REVISIONS:**

Established: 07/01/92  
Revised: 04/01/96  
Revised: 07/01/97  
Revised: 01/11/98 (Change in title and pay grade)  
Revised: 11/01/03