

# MIDDLESEX COUNTY UTILITIES AUTHORITY

## JOB OPENING

JOB TITLE: Wastewater Engineer - Wastewater Division

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DEPARTMENT: WW Administration  
LOCATION: Central Treatment Plant  
SALARY LEVEL: E-8 (\$77,020-\$175,650)  
REPORTS TO: Chief Engineer

DIVISION: Wastewater  
EXEMPT: Yes  
SHIFT: No  
REVISED: 8/1/23

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**SUMMARY:** Coordinate Authority activities related to professional services assigned to the Wastewater Division, including development of plans and designs, conducting observations of projects under design and construction, and coordination activities required to maintain compliance with operational permits, Authority wide, by performing the following duties.

**ESSENTIAL DUTIES & RESPONSIBILITIES:** Include the following and others as assigned.

Support the development of contract documents (plans and specifications), schedules, and budgets required for public contract bidding for Authority construction projects.

Analyze reports, maps, drawings, tests, inspections, and other relevant documents in support of planning and design of projects.

Assist in determining cost and assessing feasibility of projects based on analyses of collected data.

Consult with Authority supervisors and managers on capital and operating initiatives.

Familiar with local, state, and federal funding programs available for wastewater infrastructure improvements, upgrades, rehabilitation, or replacement including New Jersey Infrastructure Bank (I-Bank).

Observe contractors and consultants and inspect construction site during construction phase of projects to monitor progress and ensure conformance with plans, specifications, and safety standards.

Develop or implement engineering solutions to assist with improving and maintaining the wastewater infrastructure.

Attend progress and coordination meetings and act as the Authority's representative as needed.

Confer with consulting engineers and technical and management personnel to discuss alternatives and to determine plan changes on the basis of safety, efficiency, cost effectiveness, and operational requirements.

Develop progress reports and review and recommend payment to contractors based on work in place and terms and conditions of agreements and/or contracts.

Assist in the coordination of activities required to maintain compliance with operational permits.

Interface with State and Federal regulatory agencies with respect to compliance requirements as required.

Responsible for the on-time delivery of assigned projects, within approved scope and budget.

Participate in selection committees for the rendering of professional services.

Assist contractors and consultants with all necessary monitoring, recordkeeping, and reporting requirements.

**QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

**SUPERVISORY RESPONSIBILITIES:** Supervise employees, consultants, and contractors, as required. Carry out supervisory responsibilities in accordance with the Authority's policies and applicable laws. Responsibilities include support in interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

**EDUCATION and/or EXPERIENCE:** Bachelor of Science Degree (B.S.) with major coursework in civil, environmental, or mechanical engineering, construction Management or related engineering discipline; 5-10 years wastewater industry experience and/or training; or equivalent combination of education and experience. Membership and active participation in professional societies and associations in the water and wastewater sector (i.e.: WEF/NJWEA, AEA, AAEES, etc.) is preferred.

**LANGUAGE SKILLS:** Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions.

**MATHEMATICAL SKILLS:** Ability to calculate figures and amounts such as rate, ratio, proportions, percentages, area, circumference, weight, and volume. Ability to apply concepts of algebra, geometry, and trigonometry.

**REASONING ABILITY:** Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

**OTHER SKILLS AND ABILITIES:** Knowledge of design, operation, and maintenance of electrical and mechanical equipment. Knowledge of architectural, structural, building and construction applications and standards. Ability to prepare concise and accurate reports and recommendations. Ability to maintain a high level of safety and performance awareness. Ability to work harmoniously with associates and consulting personnel.

**LICENSES:** Must possess a valid state of residence Driver's License and meet Authority

insurance requirements. Must possess a Professional Engineer (P.E.) License or obtain within 2 years of being hired.

**PHYSICAL DEMANDS:** While performing the duties of this job, the employee may be required to have manual dexterity. The employee may also be required to stand; walk; sit; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee may be required to lift and/or move up to 10 pounds. Must be able and willing to utilize appropriate respiratory and other safety equipment/PPE required in the performance of duties.

**WORK ENVIRONMENT:** While performing the duties of this job, the employee may occasionally work near moving mechanical parts; in high, precarious places; in outside weather conditions; and is occasionally exposed to fumes or airborne particles. The noise level in the work environment is usually moderate.

### **INSTRUCTIONS TO APPLY FOR THIS POSITION:**

Anyone interested in applying for this position should submit a current resume and a letter of interest explaining how the candidate meets the job requirements **before 4:00 PM Wednesday, February 14<sup>th</sup> 2024, to Human Resources Office, Central Administration Building, Room 124, Sayreville or to [mwwiater@mcua.com](mailto:mwwiater@mcua.com).** Employees who are newly hired or accept a new position within the Authority, those who are promoted to a new job classification or have been transferred to a new assignment, and former employees who have been rehired, are classified as Conditional Employees for a period of six (6) months beginning with the first day on the new job. Employees are eligible to apply for a different position within the Authority after they have completed the 6 month period as a Conditional Employee. Any current employee who accepts and begins working in this position may not be able to return to their old position, or to any other position within the Authority, because of withdrawal or removal from, or inability to perform in this position. Qualified employees are encouraged to apply for posted positions as they occur.

The MCUA is an Equal Opportunity Employer (EEO/AA).