

**Title: Wastewater Operations Engineer**  
**Department: Public Works**  
**Division/Office: Wastewater Facilities Division**



Grade 2126; FLSA Exempt position; Category: Classified; Job Code: WOENG; Rev.:07/01/2021

### **General Description**

The purpose of this position is to plan, direct and organize the technical aspects of the construction, expansion, improvement, maintenance, and operations of the Wastewater Treatment Facilities. This position works independently, under limited supervision, reporting major activities through regular meetings.

### **Duties and Responsibilities**

*The functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions as necessary.*

- Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals.
- Coordinates, assigns and reviews work and establishes work schedules; maintains standards; monitors status of work in progress; inspects completed work assignments; answers questions; gives advice and direction as needed.
- Designs, evaluates, and troubleshoots wastewater facility improvements, upgrades, and processes; Coordinates projects, programs, budgets, work schedules and staffing
- Develops, implements, and manages wastewater related capital projects and programs.
- Establishes budgets and schedules, supervises progress and initiates solutions for assigned projects.
- Manages, organizes, and coordinates activities of consultants, engineering firms, construction managers and contractors to ensure compliance and effective performance.
- Conceptualizes and develops short- and long-range strategic plans for wastewater infrastructure or systems.
- Inspects and supervises the repair of treatment plant systems, water quality equipment, sewer collection systems, pumping stations, and meters at frequent intervals to insure that all aspects of the systems are functioning properly.
- Develops and supervises short and long-term planning of systems and capital improvement projects.
- Recommends, implements, and updates standard operating procedures to increase productivity and efficiency of personnel and facilities.
- Oversees loss control and prevention, safety programs, and organizational training and cross training to increase technical skill and knowledge to result in increased productivity and performance.
- Analyzes annual operating costs and makes recommendations for purchases and budget, including capital improvements and heavy equipment purchases.
- Evaluates and recommends best practices in the wastewater/engineering field for implementation.
- Performs related work as required.

### **Minimum Education and Experience Requirements**

Requires Bachelor's degree in civil, chemical or sanitary engineering, physical or biological science or a related degree and four (4) years of progressively responsible experience in the managing, operation, and maintenance of a water/wastewater, collection, treatment, and disposal facility or any equivalent combination of education and experience.

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**Additional Requirements:**

Comprehensive knowledge of engineering principles, practices, and procedures in municipal wastewater treatment operations; comprehensive knowledge of the Federal, State, and local laws and regulations pertaining to the operation and disposal of techniques of wastewater; considerable knowledge of the occupational hazards and safety precautions that should be employed in water and wastewater operations; extensive knowledge and experience in training, motivating, and directing work of employees through section foreman and supervisors; knowledge of the permitting procedures required by state, federal, and local regulations and their application to water and wastewater operations; experience in budget preparation and procurement procedures; ability to coordinate the work of a complex engineering program; ability to supervise the work of others; ability to establish and maintain effective working relationship with staff, coworkers, County officials and the public; operational knowledge of personal computers and pertinent applications; regular and timely attendance; performance of duties in a safe manner.

Must pass testing for substance abuse and criminal background investigation. Must maintain a positive work environment by acting and communicating in a manner that promotes harmonious relations with customers, co-workers, and supervisors. Direct deposit of pay required.

**Americans with Disabilities Act Requirements:**

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects; work requires fingering, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; mental acuity is required to make rational decisions through sound logic and deductive processes; physical attendance at work site is required to perform manual tasks, provide immediate service to onsite customers, and supervise or interact with work group; visual acuity is required for preparing and analyzing written or computer data, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is not subject to adverse environmental conditions.

**Special Certifications and License Requirements:**

- Must possess and maintain a valid state driver's license with an acceptable driving history.
- Must possess and maintain a State of Delaware Professional Engineer (PE) license.

**Notices:**

Kent County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management. This is an employment at-will position.

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Employee Acknowledgement

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