

FERGUSON TOWNSHIP JOB DESCRIPTION

Job Title: Stormwater Engineer

Department:	Public Works
Job Type:	Full-time, Non-union/At Will
FLSA Status:	Salaried/Exempt
Pay Grade/Range:	29 / \$79,125-\$115,401
Reports To:	Township Engineer
Supervisory Responsibility:	None
Date:	February 2024

JOB SUMMARY: The Stormwater Engineer provides professional work in the field of civil engineering, specifically pertaining to stormwater management, including designing and reviewing systems to manage surface runoff, hydrology, and hydraulics. This includes designing and reviewing designs of stormwater basins, BMPs, pipes, and other infrastructure. The Stormwater Engineer also manages the stormwater fee program. This position involves a great deal of interaction with the public.

ESSENTIAL JOB DUTIES: The duties described below are indicative of those that the Stormwater Engineer may be asked to perform. Other duties may be assigned.

1. Projects:

- Prepare stormwater calculations, specifications, and designs for Township stormwater facilities and infrastructure. Prepare contract documents. Manage stormwater infrastructure projects from design, through bidding, and to construction including stormpipe video assessment and cleaning, pipe lining, and repairs, BMPs, and storm pipe conveyance associated with construction projects.
- Review and provide comments to the Community Planner on stormwater plans and calculations prepared by applicants for land development and subdivision plans.
- Prepare drawings and/or provide direction to staff to prepare drawings associated with stormwater projects. Review and approve drawings.
- Manage the Townships NPDES permit program, ensuring that measurable goals are met. Design and oversee the construction of pollution reduction plan projects. Conduct inspections and document conditions.
- Manage the stormwater fee program including review of credit and exemption applications, public education, preparing guidance documents, and day-to-day oversight of the program.
- Maintain construction standards for stormwater infrastructure.
- Manage stormwater assets and infrastructure and assign rating conditions.
- Inspect and supervise the installation of public stormwater improvements installed in conjunction with private land developments and subdivisions.
- Provide technical assistance to Township's road crew and staff.
- Develop a strategy to design, construct, and maintain sustainable best management practices for public stormwater conveyance and treatment.

2. Public Relations:

- Respond to inquiries by staff, residents, elected officials, Township Manager, contractors, and government agency representatives regarding technical engineering matters.
- Attend meetings on behalf of the Public Works Director as required.
- Attend meetings of the Board of Supervisors and Planning Commission as directed and prepare reports and recommendations as required.

3. Administrative: Assist with the annual preparation of recommendations and estimates for capital projects to be included in the five (5) year capital program.

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

EDUCATION AND EXPERIENCE

- Bachelor's Degree in Civil Engineering.
- Four (4) years' minimum experience in civil engineering and stormwater management.
- Solid foundation of mathematical principles including algebra, calculus, and trigonometry to perform engineering calculations using computer programs.
- Pennsylvania Professional Engineer License.

KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to direct, oversee, and assist drafting and surveying operations in plan preparation.
- Ability to prepare, interpret and utilize surveys, engineering plans, maps, and specifications.
- Ability to instruct and train other staff in methods and procedures.
- Ability to maintain all types of records and to monitor budgets.
- Ability to provide expert advice with and without formal supervisory responsibility.
- Ability to communicate, read, write, and understand the English language at a level necessary for efficient job performance.
- Ability to cooperate and communicate effectively with elected officials, staff, and the public.
- Ability to develop and present reports.
- Ability to participate effectively in all types of meetings.
- Ability to define problems and deal with a variety of situations.
- Ability to anticipate challenges and take appropriate action to avoid them.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Ability to use good judgment and effectively solve problems.
- Ability to plan work and establish priorities.
- Ability to distribute work among co-workers or others.

WORKING CONDITIONS:

The physical and work environment described is representative of those that must be met by an employee to successfully perform the function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

- The duties of this job include physical activities such as typing, standing, climbing, balancing stooping, kneeling, reaching, pushing, pulling, walking, lifting (up to 10 pounds), fingering, grasping, talking, hearing/listening, seeing/observing and repetitive motions.
- Specific vision abilities required by this job include close, distance, and peripheral vision; depth perception; and the ability to adjust focus.
- The majority of work is performed in an office setting; however, employee may be expected to perform duties outdoors in all types of weather on emergency scenes.
- At job sites may be exposed to air contaminants; clothes may get dusty, dirty, wet, or greasy.
- Time pressures such as frequent "rush" jobs, urgent deadlines, etc.
- Working with distractions, such as telephone calls, interruptions, and other disturbances.
- Unpleasant social situations such as irate or disturbed individuals.

Note: This job description is intended to provide a general overview of the position and does not encompass all tasks or responsibilities that may be required. Additional duties may be assigned as needed.

ACKNOWLEDGEMENT:

I have read this job description (or had it read to me) and received a copy for my records. I fully understand the requirements set forth and accept the position of **Stormwater Engineer** for Ferguson Township. I believe that I can perform the essential functions of the position with or without reasonable accommodation. I agree to abide by the requirements set forth and will perform all duties and responsibilities to the best of my ability. I further understand that my job may change on a temporary or regular basis according to the needs of the Township without it being specifically included in this job description. If I have questions about job duties not specified in this job description that I am asked to perform, I should discuss them with my immediate supervisor or Human Resources. I have discussed any questions I may have about this job description prior to signing this form.

Employee's Signature: _____

Employee's Printed Name: _____

Date: _____