



# ASSOCIATE ENGINEER 1 or 2

**\$85,114 - \$116,355**  
**Annual Salary**



Tuolumne Utilities District announces the opportunity for an Associate Engineer 1 or 2 and invites you to review the details of this recruitment.

**Initial Filing Deadline: November 9, 2020**

***Open Until Filled***

Application, Supplemental Questionnaire and Job Description can be found at [www.tudwater.com](http://www.tudwater.com)

18885 Nugget Blvd. Sonora, CA 95370

209-532-5536 7:00am-4:00pm M-F

Tuolumne County, in the beautiful Central Sierra Nevada Mountains with its diverse terrain, is the setting for Yosemite National Park, Stanislaus National Forest, Columbia and Railtown 1897 State Historic Parks, and a wide selection of Gold Rush towns like Jamestown, Groveland, and Sonora, the resort community of Twain Harte, and the lumber town of Tuolumne City, all providing a wide array of recreational activities.



## **The Community**

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History is the backbone of Tuolumne County. Gold rush towns, lumber towns, vintage steam engines, 1800's architecture, historic hotels and B&B's all linked together via historic Highway 49 and 108. More than 300 films have been shot here since 1919. Theaters, gourmet restaurants, and live entertainment abound. Tuolumne County is the scenic gateway to the spectacular Sierra Nevada Mountains, abundant in natural resources and recreation opportunities.

The community enjoys a rich culture that includes theatre, arts, antiques, music, dining, youth and adult sports programs, excellent schools and modern healthcare facilities; and recreational activities such as skiing, snowboarding, golf, boating, swimming, fishing, hunting, camping, hiking, cycling and off-road adventures making this a great place to live and work!

## **The District**

The mission of the Tuolumne Utilities District ("TUD" or "District") is to provide Reliable, Responsive Utility Services with Dedicated Customer Service, in a Financially Responsible Manner, and Environmentally Responsible Manner.

TUD's service area is located 148 miles east of San Francisco and is nestled in the Central Sierra foothills. The District provides water and wastewater services to the areas extending east and west from Sonora, California.

TUD operates 14 water treatment plants and over 30 groundwater wells, and delivers treated water to more than 14,000 connections. It also delivers raw water to several smaller water companies and to agricultural, commercial and residential customers.

TUD also owns and operates the county's largest wastewater collection and treatment system. Several transmission pipelines take wastewater from the county's most populated corridors to the regional treatment facility in Sonora. Treated and disinfected wastewater is used for pastureland irrigation, and is

either piped to nearby fields for immediate use or to Quartz Reservoir below Jamestown for storage.

TUD is governed by a five-member Board of Directors, elected at large, who begin service in December of even-numbered years. The District has an operating budget of over \$16 million in the Water Fund and over \$6 million in the Wastewater Fund. The District has a current staff of 73 employees and utilizes a variety of contractors and consultants to carry out its mission and responsibilities.



## **The Position**

This position presents a rare opportunity to join a dynamic team and make a real difference in the community! Under general direction of the Senior Engineer or District Engineer, this position provides professional engineering work as required for the planning, design, construction and maintenance of the District water and wastewater facilities; administers agreements and contracts; performs hydrology forecasting and watershed management; performs and/or coordinates periodic inspections of construction projects; evaluates water and wastewater system modeling performed by others; prepares and administers grant and loan applications and programs; provides technical assistance to other District departments, and performs other related work as required.

Essential responsibilities and duties of the position include, but are not limited to the following:

- Perform contract administration: assure compliance with contract provisions; records administration, documentation and retention; perform and/or coordinate project inspections; interface with contractors; recommend and/or review project change orders.

- Administer water and sewer service agreements for compliance with agreement provisions.
- Assist in planning and directing the work of engineering personnel in long and short-range planning for water and sewer service.
- Responsible for design and preparation of engineering plans utilizing computer aided design and drafting.
- Responsible for performing engineering calculations and preparation of quantity and cost estimates for District water and wastewater facilities.
- Review facility and pipeline designs for compliance with District, AWWA, and regulatory standards and specifications.
- Prepare and administer grant and loan applications and programs for District projects, plans, and studies.
- Monitor and administer regulatory compliance related to District water and wastewater systems.
- Compile and analyze data related to water and wastewater systems, utilizing computer modeling and prepare technical reports.
- Provide a variety of engineering technical support to engineering and other departments within the District.
- Basic knowledge of California Environmental Quality Act and its relationship to projects.
- Represent the District in the Integrated Regional Water Management Plan process, as directed by supervisor.
- Mentor less experienced engineers in the Engineering Department.
- Represent the District at a variety of public meetings.
- Make presentations to TUD Board of Directors, as necessary.

### **The Candidate**

#### ***Education and Certifications***

- Graduation from an accredited college or university with a B.S. and/or M.S. degree in Civil Engineering or related field.
- Registered in good standing as a Civil Engineer by the State of California or another state.
- Possession of a valid California driver's license, and a satisfactory driving record.

#### **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 needed to be successful in the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



#### ***Experience:***

Associate Engineer 1: A minimum of three years of progressively responsible engineering experience.

Associate Engineer 2: A minimum of five years of progressively responsible engineering experience similar to that of an Associate Engineer 1 with the District.

#### ***Knowledge of:***

- Principles, practices and methods of civil engineering as applied to the planning, design, and construction of water, wastewater, and hydroelectric systems and related structures, including pumps, pressure regulators and diversion structures.
- Design principles, strength of materials and stress analysis required in planning District facilities.
- Structural engineering, surveying, hydraulics and engineering economics as they apply to the design of collection, transmission, treatment and disposal facilities for water and wastewater systems.
- Methods and techniques for short and long-range planning.
- Federal, state, regional and local laws, policies, regulations and guidelines regarding water quality, wastewater management, small hydroelectric development, and environmental assessment.
- Contract negotiation and administration, project management, and supervision.
- Regulatory programs for water and wastewater systems in the state of California.
- Proficient in the following computer software applications: Word, Power Point, Microsoft Windows, Excel, and computer aided design using Autodesk Civil3D 2021.
- Working knowledge of the California Environmental Quality Act.
- Safe work methods, regulations and safety precautions as related to the job or contractors.

**Ability to:**

- Plan and design water and wastewater facilities and structures.
- Supervise the work of consultants and office personnel.
- Administer public construction contracts.
- Prepare quantity and cost estimates.
- Work with minimal supervision.
- Maintain records and files.
- Work cooperatively and communicate effectively with staff, contractors, regulatory agency representatives, and the general public.
- Understand and carry out written and oral instructions.
- Write clearly and concisely to a wide variety of audiences.
- Prepare agenda briefs for Board meetings and make presentations to the Board and public.

**Compensation Package****Salary**

The annual salary for this position is commensurate with qualifications and experience as follows:

Associate Engineer 1: \$85,114 - \$103,480

Associate Engineer 2: \$95,722 - \$116,355

**Benefits**

- **CalPERS Retirement** – Classic Members: 2% @ 55, New members: 2% @ 62
- **Social Security** – The District participates in Social Security.

**How to Apply**

To be considered for this position, please submit a complete and signed TUD employment application, supplemental questionnaire, a comprehensive resume and cover letter by email as one PDF file to [hr@tudwater.com](mailto:hr@tudwater.com). Complete application packages may also be mailed to TUD Human Resources at 18885 Nugget Blvd, Sonoma, CA 95370, but must be received by the initial filing deadline to ensure consideration. The employment application, supplemental questionnaire and job description are available at <https://tudwater.com/careers/>.

Questions or additional information about the Associate Engineer recruitment and selection process, may be directed to Abby Parcon, Administrative Services Director at [hr@tudwater.com](mailto:hr@tudwater.com) or (209) 532-5536.

**Initial Filing Deadline:** *November 9, 2020 4:00PM*

*Open Until Filled*

Related websites:

Tuolumne County Chamber of Commerce

<https://tcchamber.com/>

Tuolumne County Visitors Bureau

<https://www.visittuolumne.com/>

County of Tuolumne

<https://www.tuolumnecounty.ca.gov/>

- **Medical Insurance** – CalPERS plan. The District pays 85% of premium cost for employees and all eligible dependents.
- **Dental and Vision Insurance** – Delta Dental and Vision Service Plan. The District pays 100% of the premium for employees and all eligible dependents.
- **Life Insurance** – Group term life insurance (two-times annual salary) is available to employee at no cost to the employee.
- **Long-Term Disability** – Provided by the District. Employees receive 66 2/3% of salary to a maximum dollar amount in the event of a disability.
- **Employee Assistance Program (EAP)**– Provided by the District for employees and their eligible dependents.
- **Retiree Health Insurance** –The District contributes a monthly amount based upon hire date.
- Voluntary **Deferred Compensation Plans** available with Mass Mutual, AIG VALIC, CalPERS 457 Plan and TD Ameritrade.
- The District has one collective bargaining unit and this position is represented by The Northern California District Council of Laborers' Construction, Production and Maintenance Laborers' Local Union No. 1130.
- **Vacation Leave** – 2-5 weeks per year
- **Sick Leave** – 12 days per year
- **Holidays** – 12 per year, plus 1 floating holiday

**Normal Business Hours**

7:00 a.m. to 4:00 p.m., Monday through Friday. Flexible alternative work schedules may be available. Subject to change, as required to meet the needs of the District.

***Tuolumne Utilities District is an Equal Opportunity Employer***