

APPLICATION NOTICE
City of Urbana
Engineer (Infrastructure & Compliance)

The City of Urbana, Ohio is seeking applicants for the full-time position of **Engineer (Infrastructure & Compliance)**. The salary range for this position is **\$76,421 - \$100,000** annually and the starting salary will be commensurate with experience. The position works within the Public Works Division, under the direction of the Public Works Superintendent; performs reasonable administrative and professional engineering tasks directing a municipal engineering program in relation to the design and construction of public works infrastructure; directs the design and construction of sanitary sewers, storm sewers, water mains/water storage & distribution, and other public utility projects, meeting or exceeding environmental and regulatory compliance requirements; is involved on projects related to municipal water and wastewater treatment plants, including but not limited to, major treatment plant expansions, local water quality studies, and critical water reuse projects for the creation of a sustainable water supply for the community. Work is generally performed independently with a focus on accomplishing operational objectives, effectiveness of operations and compliance with all current codes and criteria.

The applicant shall have the ability to properly communicate with all Local, State and Federal agencies with regard to current regulatory and reporting requirements; shall effectively and consistently communicate in a customer-friendly manner by phone, in-person and by written correspondence with the public, administration, peers and direct reports; investigate, plan and implement operational improvements within the Public Works Division; proficient in the use of various software programs; perform other plant-related or city-related duties as needed. The applicant must also have working knowledge of spreadsheet, word processing and data base software including USEPA and OEPA database software; and the ability to interpret a variety of technical information with abstract and/or concrete variables; ability to identify problems, recognizing symptoms, causes and alternative solutions.

The qualifications for this position include the following:

Education and Experience:

- Graduation from a four-year accredited college or university with a degree in Civil Engineering.
- Experience in professional civil engineering practice including supervisory and administrative experience for a minimum of five (5) years.

Necessary Knowledge, Skills and Abilities:

- Thorough knowledge of the principles and practices of civil engineering as it applies to municipal public works.
- Thorough knowledge of the investigation, design and construction of general public works projects.
- Considerable knowledge of the principles and practices of administrative management.
- Ability to plan and supervise the work of technical personnel in a manner conducive to full performance and high morale.
- Ability to direct the preparation and maintenance of engineering records and to make concise technical reports.
- Ability to establish and maintain effective working relationships with employees, city officials, officials of other government agencies, contractors and the public.
- Excellent written and oral communication skills including ability to deliver complex presentations to the public, utility leaders, internal staff.

SPECIAL REQUIREMENTS

- Experience with AutoCAD Map 3D and/or Civil 3D
- Proficient in Microsoft Office (includes Outlook, Word, Excel, PowerPoint, etc.)
- A valid Ohio Drivers' License in which a clean driving record is maintained during employment.
- Must be a registered Professional Engineer with the State of Ohio or in a state having reciprocity with the State of Ohio with the ability to obtain an Ohio license within six months of employment.

The selected candidate must successfully complete the following:

- ◆ Background Investigation.
- ◆ Pre-employment Drug Screen.

A City application and resume must be submitted to apply for this position. A blank application and a full job description may be obtained at <https://www.urbanaohio.com/job-opportunities.html> or by calling: (937) 652-4313. **An application and resume must be returned to the Human Resources Office at 225 South Main Street Urbana, Ohio 43078 or via e-mail to hr@ci.urbana.oh.us . First review of applicants will be done on February 26, 2025.** Applications and resumes will be accepted until the position is filled.

The City of Urbana is an Equal Employment Opportunity Employer and complies with the Americans with Disabilities Act. The City of Urbana operates its programs and services without regard to race, color, national origin sex, age, disability, or low-income status in accordance with Title VI of the Civil Rights Act of 1964, and its related statutes.