



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

PRINCIPAL ENGINEERING TECHNICIAN

Group-Section: Varies	FLSA Status: Exempt Bargaining Unit: MAPA	Salary Grade: 058 Job #: 165
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JOB SUMMARY

Act as technical lead for multiple engineering disciplines (e.g., civil, electrical, mechanical, structural, control systems, instrumentation, and controls, etc.) or a variety of specialized fields. Project assignments are typically described as moderate to highly complex with high importance to Metropolitan's core functions (i.e. storage, treatment, and distribution of water) and may have moderate to high risk cost exposure.

OVERSIGHT

Supervision Received: Receives direction from the Team, Unit, Section, or Group Manager.

Supervision Given: May exercise technical and/or functional direction over assigned staff.

JOB DUTIES

1. Provides specialized and complex expertise in the design production and review of engineering disciplines such as civil, mechanical, structural, electrical, control systems, instrumentation, and controls, etc.
2. Acts as a resident engineer on highly complex projects, or may act as an area engineer leading and coordinating the work of other resident engineers.
3. Develops manuals, test procedures, and specifications.
4. Maintains and improves standards (e.g., design, specifications, etc.); and works closely with team and unit managers in developing and revising standards.
5. Provides highly specialized technical expertise for engineering or operations projects.
6. Leads development of operational requirements, design, development, and implementation of automatic process control programs, plans, and specifications, technical reports and reviews documents generated by project participants to ensure accuracy.
7. Coaches, trains, and mentors employees on technical issues.
8. Plans, develops, and monitors budget within area of responsibility to ensure the most efficient use of resources, adherence to established plans, accurate and timely reporting, accounting, tracking, and control of budgetary information.

9. Acts as a project manager within area of responsibility; acts as a lead on studies or activities; coordinates assignments with other parts of the organization; makes recommendations regarding project methodology by assisting in developing project scope, criteria, and staff assignments; establishes project schedules and budgets; monitors project progress; and attends construction contractor and consultant meetings to resolve problems.
10. Manages professional services and consultants; prepares scope of work for Requests for Proposal; evaluates and selects consultants for professional services; prepares and negotiates agreement with consultants; administers and tracks consultant performance; and audits work for compliance and approves contracted work.
11. Performs other related duties as required.

EMPLOYMENT STANDARDS

MINIMUM QUALIFICATIONS

Education and Experience: Any combination of education and progressively responsible directly related experience in engineering, construction management, or a related field totaling ten years, of which two years must have been at the Senior Engineering Technician level.

Required Knowledge of: Principles of engineering and/or related fields, or water system operations or treatment; water distribution system, automatic process control programming, Supervisory Control and Data Acquisition system, construction management, construction contracts administration, materials testing, inspection principals, means, and methods; methods and techniques for preparation of construction drawings; design; project management; federal, state, and local laws related to field of expertise; budgetary concepts and procedures; administrative practices; and Metropolitan facilities.

Required Skills and Abilities to: Plan and organize the work of a project team; resolve complex technical problems; train and mentor staff; encourage and facilitate cooperation; exercise judgment and discretion; business applications of computer-aided design and project management programs; and communicate effectively both orally and in writing on administrative and technical topics.

CERTIFICATES, LICENSES, AND REGISTRATIONS REQUIREMENTS

Certificates

- None

Licenses

- Valid California Class C Driver License

Registrations

- None

DESIRABLE QUALIFICATIONS

None

PHYSICAL DEMANDS/WORK ENVIRONMENT

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: The work is sedentary. Typically, the employee may sit comfortably to do the work. However, there may be some walking; standing; bending; carrying of light items such as paper, books, or small parts; driving an automobile, etc. No special physical demands are required to perform the work.

Work Environment: The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, and residences or commercial vehicles, e.g., use of safe work practices with office equipment, avoidance of trips and falls, observance of fire regulations and traffic signals, etc. The work area is adequately lighted, heated, and ventilated. May travel to various sites requiring overnight stay.

Vision Requirements: No special vision requirements