JOB POSTING
SANITARY ENGINEER

The Board of Preble County Commissioners is accepting applications for the full time, unclassified, FLSA exempt position of a Sanitary Engineer. This position performs managerial, professional and administrative duties for the operation of the Sanitary Landfill, Solid Waste District and Sewer Districts in Preble County.

Interested applicants must possess the ability to communicate with many variables and determine specific action, analyze and interpret data, draw valid conclusions using judgment and analytical skills and to recommend constructive changes in processes and programs.

Applicants must be registered as a Professional Engineer in the State of Ohio. Ten years of professional engineering experience including six years in a supervisory capacity plus substantial experience in refuse disposal, water supply and wastewater treatment facilities operation. CAD experience preferred. Must possess a valid Ohio Motor Vehicle operator’s license.

A competitive salary (commensurate with experience) and a full range of benefits are offered.

Applications and a job description can be obtained at www.prebco.org or at the Office of the Board of Preble County Commissioners, 101 East Main Street, Eaton, Ohio 45320. This notification will be ongoing until the position has been filled.

Connie L. Crowell, Commission Clerk
Board of Preble County Commissioners
CLASSIFICATION SPECIFICATION

PREBLE COUNTY
An Equal Opportunity Employer

TITLE: SANITARY ENGINEER
EMPLOYMENT STATUS: FULL TIME
FLSA STATUS: EXEMPT
APPOINTING AUTHORITY: BOARD OF PREBLE COUNTY COMMISSIONERS
CIVIL SERVICE STATUS: UNCLASSIFIED

JOB RESPONSIBILITIES: Under general direction, performs managerial, professional and administrative duties for the operation of the Preble County Sanitary Landfill and Sewer Districts in Preble County. Prepares budgets, specifications, plans, surveys, and reports related to landfill operations and drainage/sewer facilities; develops policies and procedures and operating plans. Assists the Board of County Commissioners in the performance of their duties under the solid waste, and drainage/sewer laws and with respect to property tax assessments. Supervises planning and construction activities associated with the Preble County Sanitary Landfill and drainage/sewer systems. The Sanitary Engineer also performs the duties of the Preble County Solid Waste Coordinator and other related duties as required.

QUALIFICATIONS: Any combination of training and work experience which indicates possession of the skills, knowledge and abilities listed below.

Must be registered as a Professional Engineer in the State of Ohio. Ten years of professional engineering experience including six years in a supervisory capacity plus substantial experience in refuse disposal, water supply and wastewater treatment facilities operation. CAD experience preferred. Must possess a valid Ohio Motor Vehicle operator’s license.

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<th>% of time</th>
<th>ILLUSTRATIVE DUTIES :( The duties listed below are intended to depict tasks performed by this classification.)</th>
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<td>60%</td>
<td>Plans and implements goals and objectives for Solid Waste District/Sanitary Landfill/Sewer Plants to ensure that projects and processes are in compliance with local, state and federal environmental laws (e.g. – reviews wastewater collection and treatment processes and weighs alternatives; considers issues surrounding wastewater treatment and industrial waste; determines program objectives, strategic plans and implementation timelines; monitors progress and initiates corrective action when goals and objectives are unobtainable; monitors legislation affecting the Solid Waste District/Sanitary Landfill/Sewer Plant operations. Plans and directs workers in building and operation of wastewater treatment plants. Assists in designing and controlling of sewer plants and the county sanitary landfill. Prepares technical reports, EPA reports and budgetary projections and is familiar with the preparation of contracts and agreements. Reviews wastewater collection and treatment processes. Prepares specifications related to sanitary landfill/drainage/sewer and water supply facilities. Supervises the construction of public water supply and wastewater facilities. Supervises the construction of solid waste facilities.</td>
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<td>Establishes working relationships with federal, state, local and regional agencies in order to foster cooperation in the compliance with environmental laws. Supervises subordinate supervisors and clerical personnel assigned to the Sanitary Engineer (e.g. – assigns work and reviews completed work assignments; provides job instruction and training; evaluates employee performance; reviews and approves employee leave requests; recommends selection, promotion and discipline of employees.)</td>
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<td>Oversees Sanitary Landfill, Solid Waste District and Sewer District Budgets (e.g., monitors revenue and expenditures, manages all budgets within budgetary limitations; reviews financial reports to monitor fiscal stability; recommends revenue adjustments to the Board of County Commissioners. Ability to communicate effectively in oral and written form and to comprehend information to make an informed decision. Ability to prepare technical reports, EPA reports, budgetary projections, and other job related documents.)</td>
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