

## **NEW POSITION: WATER & SEWER DISTRICT ENGINEER**

Beginning September 1, 2022, through September 30, 2022, Flathead County Water District #1 – Evergreen (“Evergreen Water & Sewer District” or “District”) is accepting applications for a newly-created position of District Engineer. The District has water and sewer collection facilities located in an unincorporated area of approximately 8 square miles adjacent to the City of Kalispell. The water system is served by 11 wells and has been operating since 1965. The District supplies up to 6.0 million gpd of water in the summer and has 2.6 million gallons of storage. The sewer system was put into operation in 1994. The City of Kalispell treats the District’s wastewater, which averages 420,000 gpd. The District serves approximately 10,000 customers and is an independent governmental state-regulated entity overseen by a 7-member Board of Directors. For more information on the District, please see [www.evergreenwaterdistrict.com](http://www.evergreenwaterdistrict.com).

**Compensation and Benefits** The position will offer the following:

- Start date as soon as possible, but no later than Jan 1, 2023.
- Salary 85,000 - \$104,000 DOE plus benefits.
- The District owns a 3 bedroom house in Kalispell; the District could make this housing available to the new District Engineer as part of the salary package.
- The District has a benefits package, including medical insurance with 100% of the premium paid for employees and 75% of the premiums paid for dependents, dental and vision insurance, life insurance, vacation and sick leave, comp time, and flexible working schedules.
- The District has a 457(b) retirement plan with a 7.9% matching contribution. The matching contribution is vested over a 5-year period.

**Principal Responsibilities** This is a new full-time, exempt position that will provide engineering support for all routine and recurring matters, including:

- diagnosis of equipment problems,
- evaluation of new equipment or technologies,
- energy efficiency analysis,
- monitoring of sewer flows and pump functions,
- monitoring of water flows and well pump functions,
- proposed subdivision/project review including review of easements,
- review of surveys,
- construction oversight as needed,
- support on other regulatory matters pertaining to District operations,
- data review and analysis,
- rate review and technical support,
- support on wastewater treatment issues with the City of Kalispell,

- oversight of capital projects supported by outside engineering firms, including review of plans and budgets for projects,
- system expansion planning,
- preparation and oversight of capital budgets,
- attendance at monthly Board meetings,
- preparation of grant applications and administration,
- coordination with funding agencies,
- attendance at applicable industry trade conferences,
- preparation of District water and sewer standard/specifications and development requirements,
- oversight of GIS infrastructure system.

Required Education and Experience:

- BS degree in Civil Engineering, Construction Engineering, or closely related field required.
- Minimum experience 10 years.
- PE required.
- Detailed knowledge of regulatory requirements for subdivisions.
- Knowledge of State of Montana and Federal funding programs for water and sewer projects, including ARPA.
- Experience with project management and related software, including MS Project.
- Experience with Microsoft Office 360 productions with proficiency in Word and Excel.
- Experience with AutoCAD and Water CAD software.
- Experience preparing bid packages for projects and knowledge of Montana procurement requirements for public entities.
- Experience with design and construction management of water and sewer projects, including water & sewer main extensions, water supply wells, water booster pump stations, and wastewater pumping stations.
- Experience with operations of water supply, transmission, distribution, and storage systems; and experience with wastewater collections systems, including septic tank effluent collection.
- Detailed knowledge of other regulatory requirements for water and sewer systems and projects.
- Experience working with Montana DEQ and DNRC preferred.
- Excellent communication and writing skills.
- Ability to work with teams, including District Staff and outside engineering firms.
- Experience with hydraulic modeling of water distribution networks and wastewater collection systems.
- Familiarity with GIS and GPS.

- Experience presenting proposals/studies to the Board of Directors and to customers or members of the public at meetings.
- Please see the District's website for the application and direct questions to Cindy Murray, General Manager, [CMurray@evergreenwaterdistrict.com](mailto:CMurray@evergreenwaterdistrict.com) or call 406-257-5861. Background check, drug testing, and current driver's license required.

Evergreen Water & Sewer District is an Equal-Opportunity Employer. The District does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is our intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors, including skills, abilities, and experience.