



Town of Oro Valley Classification Description

Title: **STORMWATER PROJECT MANAGER** Department: Public Works
Job Code: 3027 Salary Grade: 117
FLSA Status: Exempt

POSITION SUMMARY:

Under general supervision, performs civil engineering work including planning, designing, reviewing and maintaining construction and development project plans.

ESSENTIAL JOB FUNCTIONS:

- A. Manage design and construction of stormwater infrastructure improvements to meet or exceed public health and safety standards.
- B. Manage the stormwater capital improvement plan to meet the short and long term goals in the Town General Plan and the Stormwater Management Plan.
- C. Supervise staff with complex design and construction concepts.
- D. Reviews engineering designs and construction contracts. Coordinates with Utility Manager and the Legal Department on various development agreements and related legal issues.
- E. Interacts with Town staff regarding Capital Improvement Projects and coordinates projects and project timing with other department divisions.
- F. Plans for future infrastructure projects and coordinates with Stormwater Engineer on development of annual project costs.
- G. Prepares engineering and construction cost estimates, assists in budgeting capital improvements and assists Utility Manager on budget development and funding requests from Pima County Flood Control Regional District.
- H. Leadership role developing and supporting infrastructure throughout the Town.
- I. Participates in public meetings on stormwater improvement projects.
- J. Administers Request for Qualifications and Request for Proposals and the selection of contractors.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of applicable Town, State and Federal statutes, ordinances, codes, rules and regulations governing engineering.
- Knowledge of engineering practices and principles, complex mathematical and engineering formulas and material testing practices.
- Knowledge of engineering design, plan, calculations, and preliminary drafting techniques, principles and practices.

- Skill in organizing, analyzing, interpreting, and evaluating civil engineering problems.
- Skill in the use of graphic instructions such as blueprints, schematic drawings, layouts or other visual aids.
- Skill in planning and designing specifications for engineering projects.
- Skill in verbal and written communication.
- Skill in establishing and maintaining effective working relationships.

MINIMUM QUALIFICATIONS:

- A Bachelor's degree in Engineering or related field and/or
- Five (5) years' experience in the design and construction of infrastructures including two (2) years at a managerial and/or supervisory level; OR
- An equivalent combination of education and experience.

PREFERRED:

- An Arizona (Class A) commercial driver license (CDL) with air brake and tanker endorsement with no restrictions.

SPECIAL ASSIGNMENT

- An Arizona Department of Corrections (ADC) trained employee, engaged in the act of supervising, coordinating the daily work and overseeing the ADC crew member program, will be eligible for Special Assignment Pay as defined by the standard operation procedure.

ENVIRONMENTAL FACTORS and WORKING CONDITIONS:

- Work is generally performed in an indoor environment, although periods of outdoor activity will be required.
- Occasional work during inclement weather will be necessary to assess drainage and flooding related issues.