

**MOUNTAIN REGIONAL WATER  
JOB DESCRIPTION**



**Job Title:** District Engineer

Effective: 07/22 /2025

**Department:** Engineering

Pay Grade: 24

**GENERAL PURPOSE**

Provides engineering services to the District as required: manages all water system design activities; assists in managing engineering and construction contracts and projects; manages water quality programs; manages federal, state, and local regulatory requirements; completes various District engineering analyses as required; oversees water resource and water right accounting and projections. Assists the General Manager on specific engineering tasks as assigned.

**SUPERVISION RECEIVED**

Receives direction from the General Manager.

**ESSENTIAL JOB FUNCTIONS**

Manages all water system design activities for the District including system expansion due to customer growth, facility upgrades, and new facility design.

Prepares complex technical studies, reports and applications pertaining to planning, construction and permitting of water facilities.

Acts as the technical liaison of the District; performs report writing activities and presentations to internal staff, the District's Administrative Control Board, and the public. Responds to technical inquiries from individuals and groups or government agencies.

Manages water quality programs and compliance across all District Operations. Works with Operations Director, Distribution Manager and Treatment Plant Manager in the design and direction of distribution water quality improvement programs, including treatment plant process optimization. Works with the Project Coordinator to implement the District's compliance

sampling program with the Utah Division of Drinking Water.

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Review and approve external development projects in accordance with District standards. Review of costs estimates, annually develop District unit costs for construction.

Responds to external utility research requests and fire flow analyses as required.

Identify, prioritize, design, and manage capital improvements for the District including the analysis of alternatives, cost-benefit analysis, and presentation of preferred approaches. Keeps staff apprised of capital project status, needs, and goals. Focus on critical infrastructure.

Oversees engineering consultant contracts, scope, and budget.

Ensures the District is meeting all federal, state, and local regulatory and compliance requirements. Maintains relationships with Utah's Division of Drinking Water. Reports on, and prepares for, changes in drinking water regulations.

Manages annual Summit County Concurrency Program including, reports, analysis, and coordination.

In connection with the District's engineering consultants, maintains and updates the District's hydraulic model.

Annual review of pump station and storage capacity utilizing system demand data.

Assists the Energy and Technology Management department with water loss tracking and analysis.

Maintain and update water resource accounting and projections including source capacity and system demands.

Maintain water rights in good standing in appropriate sources to maximize utilization. Water right allocations and projections.

Ongoing District analysis including operation plans for existing facilities. Maintain and update District construction standard drawings and specifications.

Develop department annual budgets. Monitor and approve expenditures.

Helps hire, train, and evaluate staff engineers.

Selects engineering consultants to perform various design, studies, testing, and project

management services depending on the project complexity, schedule, and District personnel constraints.

Attends meetings as needed or required.

#### **MINIMUM QUALIFICATIONS**

1. Bachelor's Degree in Civil Engineering, Environmental Engineering, or related engineering field. Master's Degree preferred.  
AND  
Eight (8) years of progressive work experience in water system engineering, design, and construction.  
OR  
An equivalent combination of education and experience
2. Knowledge, Skills, and Abilities:  
  
Knowledge of engineering practices and principles related to construction, operation, and maintenance of water facilities.  
  
Knowledge of water production, storage, treatment, and distribution guidelines and practices.  
  
Knowledge of laboratory procedures and sampling techniques.  
  
Knowledge of state and federal rules and regulations pertaining to water facilities.  
  
Knowledge of current computer and technological developments in water including hydraulic modeling, SCADA, and GIS applications.  
  
Ability to communicate effectively, both verbally and in writing, and to prepare complex, written studies, plans, correspondence, and reports, both timely and accurately.  
  
Ability to work independently.  
  
Ability to read and comprehend detailed plans and engineering documents.  
  
Ability to establish and maintain effective working relationships with engineers, contractors, developers, and District staff.
3. Special Qualifications (Certifications, Licenses)

Must be licensed as a Professional Engineer (PE) with the State of Utah. Must possess a valid Utah Driver's License.

#### **WORK ENVIRONMENT**

Performs in:

1. A typical office setting with appropriate climate controls. Tasks require a variety of physical activities, not generally involving muscular strain, such as walking, standing, stooping, sitting, or reaching. Rapid work speed sometimes required; attention to detail. Common eye, hand, finger, leg, and foot dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking, and some creative problem solving;
2. The outdoor mountainous environment. Tasks require a variety of physical activities related to site inspections and construction management in rough terrain.
3. While performing the duties of this job, the employee is occasionally required to sit, stand, climb, balance, stoop, kneel, crouch, crawl, walk, run, jump; to use hand to finger, handle, or operate objects, tools, or controls, and reach with hand and arms. The employee is occasionally required to talk, hear, taste and smell.

Specific vision, abilities required by this job includes close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Mental application utilizes memory for details, verbal instructions, emotional stability, and creative problem-solving.