

## ORANGE COUNTY CLASS SPECIFICATION

**TITLE:** PRINCIPAL SANITARY ENGINEER (ENVIRONMENTAL FACILITIES) **GRADE:** 17

**TITLE ABBREVIATION:** PRIN SANITARY ENG (EF) **TITLE NO.:** 6523

**JURIS.CL:** C **SALARY CODE:** 01 **UNIT:**            **EEO CODE:** PR **FLSA CODE:** PR

**DEPARTMENT:** ENVIRONMENTAL FACILITIES AND SERVICES

**SUPERVISOR'S TITLE:** DEPUTY COMMISSIONER E.F.&S.

**DISTINGUISHING FEATURES OF THE CLASS:** This is an important professional position involving the responsibility for the program planning, organizing, integrating, assigning and supervising the many tasks associated with the **Orange County Department of Environmental Facilities and Services and its related subdivisions and agencies.** Work involves responsibility for the planning, coordinating, supervising and managing **engineering projects** and the performance of the staff involved. Latitude is permitted for the independent judgment in the planning and meeting the objectives of the **Deputy** Commissioner. The individual reports directly to the Deputy Commissioner of Environmental Facilities **and Services.** Supervision of subordinates is a part of this position. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

1. Under the direction of the Deputy Commissioner:
  - a) Meets with Consultants, Federal Environmental Protection Agency and N.Y.S. Department of Environmental Conservation to finalize aid applications and coordinate utilization of **federal and state loans and grants;**
  - b) Coordinates with Planning Department and reviews all subdivisions proposed with the district boundary to assure compatibility with the sewer use ordinance; **negotiates** and **acquires** easements for projects;
  - c) Advertises, reviews, and awards bids; **acts** as liaison between contractor and consulting engineering firm; attends Town/Village Board Meetings to inform them of progress, meets with Legislative Committees; attends local, state, and National Water Pollution Control Federal Meetings;
2. Assists in the development of job requirements for personnel to staff projects; may recruit, assign and supervise personnel in the operation and maintenance of projects;
3. Assists in developing rate schedules for determining user charges prior to project completion. May coordinate with Finance, **Law**, and Real Property Tax Departments on billing procedures **and violation enforcement;**
4. Assists in the design of all facilities, plans and specifications for capital projects;

5. Supervises contractors and a county construction crew as well as the continued operation and maintenance of recycling and transfer stations and household hazardous waste collections;
6. Researches and develops reports concerning recycling, energy generation, and resource recovery programs in response to changing economic and energy limitations;
7. Attends professional seminars on state of the arts;
8. Meets with appropriate town boards to inform them of the status of various projects;
9. Manages and monitors Special Water and Wastewater Districts including Moodna, Ramapo and Wallkill;
10. Works with all engineering designs for new solid waste facilities and sewage collection and treatment facilities;
11. Meets with city, town, village boards to promote project concepts and receive their input;
12. Takes enforcement action against violations of Orange County and Orange County Sewer District #1 ordinances;
13. Prepares monthly sewage flow reports for Moodna and Orange County Sewer District #1;
14. Testifies in court on behalf of the County;
15. Utilizes engineering computer assisted programs with project designs and other related work.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

**Comprehensive** knowledge of the principles and practices of engineering as related to sewage, solid waste, used in the development of major engineering projects and in the specialized design and construction of facilities related to public sanitation; **thorough** knowledge of water supply and sanitary engineering, **chemical and biological unit processes**, mechanical engineering, hydraulics, structural design, chemistry, electricity, and mechanical equipment such as pumps, motors and incinerators; ability to direct and administer research programs dealing with public sanitation projects and to apply research methods to the solution of engineering problems; ability to supervise others and to coordinate the work of outside organizations and consultants with County engineering activities; ability to plan and to lay out working details for assigned personnel; ability to prepare and present clear, accurate written and oral reports and instructions; initiative; resourcefulness; accuracy; keen observation; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Possession of a New York State Professional Engineer license; two (2) years of the experience required to qualify for licensure must have included the supervision of the design and construction of a major water supply, sewage treatment or solid waste system.

**SPECIAL REQUIREMENTS:**     Must possess and maintain ability to fulfill field assignments.

ADOPTED: 6/13/75

REVISED: 1/15/87

REVISED: 4/26/91

REVISED: 9/4/01 (hf)

**REVISED: 12/18/01 hf**