

**TIDEWATER UTILITIES, INC.
- JOB OPENING-**

DOVER, DE

Engineering Technician (GIS/CADD)

Are we RIGHT for you?

The word RIGHT stands for what we VALUE: Respect, Integrity, Growth, Honesty and Teamwork.

Why join our team?

Middlesex Water Company (NASDAQ:MSEX) has been an industry leader since 1897. We promote professional and personal development in a work environment that is supportive and responsive. We understand the importance of our services and the individuals who uphold our reputation.

Joining our team means that you have a multitude of benefits that support you in and out of the workplace such as- full medical, dental, and vision benefits, 401k, paid time off, tuition assistance, learning and development opportunities, employee assistance program, and more. To learn more, please visit www.middlesexwater.com

Job Summary:

Provides support to the Middlesex Water Company Enterprise (MSEX) Engineering Department(s) for asset information record creation and updates into Geographic Information System (GIS) and Asset Management (AM) systems. Work is primarily on Tidewater Utilities Inc. (TUI) information, but includes updates to other operating systems in NJ and Delaware.

Provides engineering and technical support for various company programs and initiatives as needed, primarily relating to the updating of GIS system information and CADD design drawings to accurately reflect as constructed data of assets collected from field source document information.. Provides technical support for the ongoing updates, operation and development of tools and procedures to maintain and enhance the Enterprise GIS. Reports to and takes direction from the TUI Director of Engineering. Also takes direction from Engineering Department staff relating to GIS and CADD activities. The successful candidate will be passionate about supporting and driving the Company's Values, RIGHT: Respect, Integrity, Growth, Honesty and Teamwork.

Work Performed:

Employee will use best and evolving practices and established procedures to support the update of the Enterprise GIS, and CADD drawings consistent with Enterprise initiatives. Updates to the Enterprise GIS, and CADD documents will be based on a variety of data sources including, but not limited to; as-built construction drawings, GPS field data, and other company records. Types

Work Performed (Continued):

of projects may include pipe work, buildings and pump stations, storage reservoirs and tanks, and treatment plants.

Employee may contribute to the design and implementation of analyses, processes, and technology improvements to solve challenges, optimize operations, and plan for the future of the GIS program.

Job Functions and Requirements:

- Proficiency with the ESRI product line GIS including, but not limited to; ArcMap, ArcGIS Pro, and ArcGIS Online.
- Knowledge of GIS best practices, geospatial analytics, and geocoding.
- Analyzes the contents of geospatial data sets and implement appropriate data loading and conversion techniques based on the data contents.

Job Functions and Requirements:

- Evaluate geospatial data sources that support program requirements and integrate data sets into the GIS and business intelligence tools.
- Proficiency with AutoCAD 2018 and applicable CADD / drafting standards and practices
- Proficient in Microsoft Office products (Word, Excel, Outlook).
- Ability to manage near and long term goals pertaining to GIS and CADD update targets, projects, and objectives.
- Preparation and submittal of status summary reports as needed.
- Ability to work professionally and represent the Company with coworkers, customers, peers, contractors and officials.
- Ability to periodically climb and access construction work sites and work outside in year round conditions.
- Ability to periodically work outside within service territory on streets and other public areas where assets are located.
- May be required to work in multiple states.
- Must adhere to company and customer safety policies and procedures and use of appropriate PPE.
- Perform other duties as may be required by Department needs.

Essential Function:

- Able to sit / drive for extensive periods of time.
- Ability to read, assess, generate and update GIS information and CADD Drawings using Enterprise software systems from field information
- Must possess a valid driver's license.
- Physical capability for light lifting (25 lb).
- Work with company provided software to prepare timesheets, emails and other digital administrative tasks.
- Initiative and self-motivation to drive projects through issues to completion.

Qualifications:

- Associates degree or higher in GIS Technology, Engineering Technology or related fields
- Good problem solving ability and analytical skills.
- Ability to perform work independently.
- Excellent written and oral communication skills.
- Ability to read and interpret drawings, plots, plans, and miscellaneous field records
- Good time management, prioritization, recordkeeping, and organizational skills.

Preferred:

- GIS related Certification
- GPS and CAD field & office software experience.
- Experience in utility facilities, automated mapping, cartography, geography, planning, civil engineering surveying or computer-aided design and drafting;
- Experience with Python programming language; web mapping applications
- MS Project experience

Candidates must possess authorization to work in the United States.

Middlesex Water Company and its' subsidiaries are an Equal Opportunity Employer.

Candidates must be able to pass a drug screen, pre-employment physical, background check, and have a valid driver's license in good standing.

You can submit your resume and salary requirements by: e-mail to HRG@middlesexwater.com by fax to 732-638-7667 or by mail to HR Generalist, Middlesex Water Company, 485C Route 1 South, Suite 400, Iselin, NJ 08830.

No phone calls please. We thank all applicants in advance for their interest; however, only those applicants who are being considered for the position will be contacted.