



# GROW WITH US!

*Our century old tradition of service excellence is the result of people just like you.*



## Project Engineer

### 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](http://www.middlesexwater.com)

### Job Summary:

Provides technical engineering and project management support to all areas of the Company as needed and directed by the senior engineers and Director of Engineering. Participates in overall technical support for the ongoing operation and development of tools to support asset management and Geographic Information System (GIS).

### Work Performed:

Using prescribed methods, established standards and engineering experience, schedules and performs necessary engineering work to successfully complete assigned tasks and projects. Investigates and recommends courses of action for approval and completes work from general assignments. Specific areas of work include:

#### 1. Planning

- a. Assists in the preparation, review and administration of the 5 year capital program including individual project estimates and forecasts.
- b. Provides assistance and support for the scheduling of the Company's system betterment programs.
- c. Utilizes GIS software for identification of system issues, asset evaluation, and/or needs to support long range planning and system betterments.
- d. Is familiar with or capable to learn hydraulic modeling and other modeling software for long range planning and identification of system deficiencies and/or needs.

#### 2. Service Area Growth and System Development

Provides support to the development of engineering standards and for distribution system betterments and expansion.

- a. Reviews distribution system and stakeholder needs, industry best practices to provide appropriate evaluations and recommendations for project preliminary evaluations (PE) defining project definition and scope.
- b. Provides support to Company programs including Capital Program, Asset Management, municipal improvement project coordination, and developer growth.

## **Work Performed (Continued):**

### **3. Technical Engineering Services**

- a. Provides engineering analysis, calculations, design and permitting for tasks as needed in the support of the Engineering Department. The work can be related to site development, distribution/collection systems, water treatment, fluid mechanics, hydraulics, structural analysis, material design and hydrogeology.
- b. Ability to develop successful pragmatic solutions to problems, satisfying multiple requirements from multiple (technical, operational, customer) perspectives.
- c. Writes technical engineering memorandums, summaries, reports and provides recommendations for use in communicating analysis performed to others.
- d. Assists with the selection and procurement of materials and construction work through the preparation of engineering plans and writing of specification clauses and requirements including, but not limited to, the Annual Base Specifications package.

### **4. Engineering Support and Project Delivery and Management**

Provides engineering support and project management on varied projects throughout the Company including:

- a. Project engineering of engineering projects including planning, design and/or construction inspection and management as needed. The types of projects include pipe work, buildings and pump stations, storage reservoirs and tanks and treatment plants.
- b. Preparation and submittal of periodic studies and reports as needed.
- c. Assists with the selection and coordination with consulting engineering work as required.
- d. Provides assistance with the bidding and contract administration of construction contracts.
- e. Provides necessary field oversight of construction either directly or through engineering consultants, and necessary reporting including completion records.
- f. Is familiar with or capable to learn Oracle Work and Asset Management system software to initiate, track, and complete project work and purchase orders.

### **5. Technology**

- a. Utilize appropriate software for the efficient and effective implementation of Engineering Support and Project Management duties. This includes Word, Excel, MS Project, ArcGIS, and other software systems.
- b. Is familiar with or capable to be fluent with ArcGIS software for project research and report preparation as needed.
- c. Is familiar with or capable to learn hydraulic modeling software for project research and report preparation as needed.
- d. Provides functional and technical (limited) to Company's ERP system including maintenance and management of GIS and Oracle WAM interfaces.

### **6. Miscellaneous**

- a. Provide back-up for department personnel including the Engineering Technician, Engineers and Director of Engineering.
- b. Take direction from the Senior Engineers and Director of Engineering.
- c. Represent the Engineering Department as a Subject Matter Expert as required in internal group/committee meetings.
- d. Represents the Company at professional and industry meetings.
- e. Performs other duties as may be required by Department needs.

**Essential Functions:**

- Capability to manage multiple internal and external issues towards problem definition, root cause analysis, solution development and successful completion of projects.
- Initiative and self-motivation to drive issues/projects through issues to completion
- Technical abilities for engineering analysis and support.
- Effective communication with customers, staff, peers, superiors.
- Physical capability for light lifting.
- Ability to climb and access construction work sites (construction excavations, concrete vaults, scaffolding) and work outside in year round conditions.

**Qualifications:**

- B.S.C.E. or equivalent.
- New Jersey Professional Engineer's license preferred. E.I.T. certificate required.
- Good written and oral communication skills.
- Good organization skills.
- Computer (PC) experience, including MS Office, MS Project, and ArcGIS.
- New Jersey drivers license.
- Good problem solving ability and analytical skills.
- Project management experience including oversight of outside consultants and contractors.
- 4-5 years progressively responsible experience in water utility planning, design and construction.

**Candidates must possess authorization to work in the United States.**

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

**You can submit your resume and salary requirements by: e-mail to [HRG@middlesexwater.com](mailto:HRG@middlesexwater.com) by fax to 732-638-7667 or by mail to HR Generalist, Middlesex Water Company, 485 Route One South, Building C 4<sup>th</sup> floor, 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, or are currently employed by Middlesex Water Company will be contacted.**

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