

THE METROPOLITAN DISTRICT

Notice of Vacancy # 53-08 Revised

MANAGER OF DEVELOPMENT SERVICES

GRADE: EE-18

POSITION #: 50008526

POSTED: April 28, 2008

UNIT: E & E

VACANCY(S): 1

PAY RANGE: \$1,634 - \$2,124

LOCATION: Engineering and Planning, Development Services

DESCRIPTION OF DUTIES:

The purpose of this classification is to manage the operations, staff and resources of the Development Services Division. Work involves managing District oversight of all private development and construction, project engineering and CAD drafting for new service projects, and real estate functions. The position is responsible for making basic engineering project design and management decisions. This work requires that the employee have considerable knowledge, skill and ability in public works engineering as applied to utility construction and maintenance projects; thorough knowledge of civil, mechanical, or electrical engineering principles and practices as applied to utility systems; and knowledge of design standards and regulatory codes established by the District Board and/or state and federal agencies. It also requires proficiency in computer aided design (CAD) drafting, modeling, and related computer applications. Classification typically reports to the Director of Engineering and Planning.

QUALIFICATIONS:

Bachelor's degree in engineering, planning, construction management, or a related field; supplemented by minimum five (5) years of progressively responsible cartographic and Development Services experience; including two (2) years at the management level; any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must have a valid driver's license. Must possess and maintain a valid Connecticut Professional Engineering license, or the ability to acquire such a license by reciprocity within one year of hire.

PERTINENT DETAILS:

Open posting. District employees and external applicants will be considered. A screening of all applicants will be conducted by the Human Resources Office, which may include referral to the oral panel process. The top rated applicants will be referred to the Department Head or the designated representative for an interview. The Department Head shall make the final selection.

CRITERIA FOR SELECTION:

Relevant education, experience, skills, managerial/supervisory ability, and performance aptitudes as reflected in the position's job specification.

Requests for consideration must be in the HUMAN RESOURCES DEPARTMENT by

Friday, May 9, 2008

ATTN: Donna Szeszakow, Ext. 3307