



## City of Rapid City Operations Management Engineer

<b>SALARY</b>	\$8,459.45 Monthly	<b>LOCATION</b>	300 Sixth Street Rapid City, SD
<b>JOB TYPE</b>	Full Time	<b>JOB NUMBER</b>	202300105
<b>DEPARTMENT</b>	Public Works	<b>OPENING DATE</b>	08/28/2023
<b>CLOSING DATE</b>	Continuous		

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### Description

#### ABOUT US

Conveniently located at the base of a low mountain range Rapid City is considered the gateway to the Black Hills. Surrounded by 1.2 million acres of forested hills it is within a one-hour drive to 6 national parks, multiple monuments, and memorials and is rich in culture and experiences. From the vibrant downtown, presidential statues, and art studios to the cultural expressions seen throughout, it offers diversity to its citizens while still providing a small-town feel. The City of Rapid City is a growing community – a fantastic opportunity to work, live, and play in one of the most beautiful locations in the world!

The Public Works Department is a multi-faceted department tasked with providing the foundation our community is built. From providing necessary utility services like water, water reclamation, and solid waste, to creating and maintaining complex systems like public transportation, street and traffic operations, GIS mapping databases, and engineering services, Public Works is leading the way to create a vibrant future for our community. The Public Works Department works together to grow, maintain, and protect our community through reliable service and sustainable infrastructure.

For more information, please visit the [Public Works website](#).

The City of Rapid City offers fantastic benefits including Free health insurance for employees, 6% employer-matching retirement through the SDRS pension plan, life insurance benefits, short-term disability, and generous vacation and sick leave time off. For a detailed benefit summary visit the Benefits tab or for a more detailed benefits summary [click here](#).

### Position Details

#### ABOUT OUR JOB

The Operations Engineering Manager position serves as a technical specialist in the planning, operation, improvement, and maintenance activities for public facilities, systems, and programs through the application of Engineering principles, in support of the Water, Water Reclamation, and Solid Waste Divisions.

This position will remain open until filled. The anticipated starting salary range for this position is \$101,513.41 plus a generous benefits package, 40 hours of vacation given at the start of employment with 3 weeks of paid vacation earned within the first year of employment, and a \$5,000.00 sign-on bonus.

**The City of Rapid City will consider additional compensation for an exceptional candidate.**

### **Essential Duties and Responsibilities:**

- Demonstrates knowledge of design, construction, and operation of public infrastructure, facilities, and systems; applies, diverse knowledge of applicable engineering principles and practice; assists upper-level management as a technical specialist for engineering concepts, principles, and methods; resolves questions related to crucial issues and unique conditions; provides technical information to other City Departments.
- Manages multiple complex projects; leads multi-disciplinary teams, effectively facilitates meetings and maintains open communication, to ensure key objectives are met; routinely represents the organization through presentations and communication with stakeholders, staff, consultants, developers, contractors, elected officials, and the general public.
- Identifies deficiencies and prioritizes improvements; defines project scope and budget; identifies and obtains alternate funding sources; allocates resources; provides oversight for implementation and maintenance of City systems and facilities; reviews operational procedures to ensure compliance with applicable policies and regulatory standards.
- Provides direct consultant management; oversees general project coordination and review; directs the consultant solicitation process to facilitate the selection and hiring of consultants; conducts contract negotiations; approves project plans, documents, designs, specifications, submittals, scope, budget, and schedule for conformity and quality assurance; reviews and approves consultant deliverables.
- Interprets intent of policy, procedures, specifications, criteria, ordinances, statutes, regulatory requirements, and laws while monitoring compliance and providing direction on updates to criteria, standards, policies, and procedures to ensure consistency.
- Provides peer review and technical guidance to Senior Engineers, Project Engineers, Staff Engineers, and other Public Works staff; seeks out training and education opportunities to increase technical, communication, leadership, and customer service skills; stays informed of new developments, methods, and requirements affecting the organization; is actively involved in industry-specific professional organizations.
- May be required to provide leadership, mentoring, and direct supervision of staff.
- May assume applicable duties of the Assistant Public Works Director in their absence.

### **Additional Information**

#### **ABOUT YOU**

The ideal candidate will possess the effective communication, mathematical, reasoning, computer, and administrative skills needed to perform necessary duties with a strong work ethic that centers on good teamwork and concerns for safety. We understand your time is valuable, so we encourage you to apply if you meet the following minimum requirements:

- Bachelor's degree from a four-year college or university in Engineering **and**
- (8) eight years experience in administration, design, and construction relating to the principles and practices of Engineering as applied to municipal public works.
- Must possess a valid driver's license or ability to obtain within 30 days from the date of hire.
- Must possess a South Dakota Professional Engineer (PE) license or the ability to obtain within 90 days from the date of hire.

City of Rapid City

300 Sixth Street

**Phone**

605-394-4136

Rapid City, South Dakota, 57701

**Website**

<http://www.rcgov.org>

## Operations Management Engineer Supplemental Questionnaire

### \*QUESTION 1

Do you currently hold a South Dakota Professional Engineer (PE) License?

Yes

No

### \*QUESTION 2

Please briefly describe projects you have been a part of (or managed) in the last five years that would be relevant to this position.

### \*QUESTION 3

Please briefly describe your experience working in an operational environment.

### \*QUESTION 4

Please briefly describe how your education and/or experience relates to the operations of Water, Water Reclamation, and Solid Waste systems/utilities?

\* Required Question