



Senior Utility Engineer

Department:	Public Works	Level:	Senior
Division:	Engineering	Qualifier:	Utility
FLSA:	Exempt	Job Series:	Engineer
Bargaining Unit:	AFSCME	Reports To:	Deputy Director-Engineering, Planning & Development Services
Date:	May 2026	Job Class #:	1052

SUMMARY: The role of the Senior Utility Engineer is to provide senior-level administration and management of complex municipal utility engineering projects within the Public Works Department. Performs a variety of activities related to the planning, design, and construction of various wastewater and water utility projects for both capital improvements projects and private development, ensuring regulatory compliance and system optimization.

Distinguishing Characteristics: The Senior Utility Engineer handles complex and highly visible assignments and has specialized experience with utility infrastructure. This position provides technical expertise for utility system performance, and advises on complex engineering projects and design. The Senior Utility Engineer is different from the Senior Development Engineer and the Senior Surface Water Engineer, as it will function like the Senior Project Engineer in the Capital Improvement Program (CIP) Division, managing City plans, studies, and projects and advising on operations, policy, and priorities.

Essential Functions: *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to, the following:*

- Works collaboratively with managers and engineers across Public Works' engineering and operational divisions to ensure continuity between planning, construction, and operations of the utilities. This work will include reviewing CIP project scopes, design, modeling, and cost estimates.
- Prepares and manages complex water and wastewater planning and technical studies, including strategic and comprehensive plan updates and long-term strategic planning.
- Identifies and prioritizes capital improvement projects for water and sewer utilities and independently plans, develops, and prepares scope of work, cost estimates, and schedule for projects.
- Demonstrates an operational understanding of water and sewer models, analyzes and determines service level capability, needs, deficiencies, problems, and solutions. Uses analysis as basis for making decisions on system extensions, required developer improvements, or identification of future CIP projects.
- Works collaboratively with City utility and financial staff to advise on capital needs and regulatory requirements that need to be considered for utility rate studies.
- Advises the City's Utility Policy & Community Relations Supervisor and the Utility Policy Group on how state and regional requirements, policy, and capital investments may impact the water and wastewater system and/or rate models.
- Presents oral and written information to a variety of audiences including City Council, public stakeholders, adjacent departments, outside agencies, and others.
- Develops Request for Proposals (RFPs) or Request for Qualifications (RFQs); negotiates and administers contracts for consultants and contractors, and service providers. Reviews and directs the work of consulting engineers, designers, and surveyors; ensures conformance with regulatory

and system requirements; reviews and approves invoices; and manages and oversees contract scope and costs. Ensures all designs meet federal, state, and local environmental regulations.

- Responds promptly to resident questions and concerns; analyzes situations and recommends corrective action.
- Uses engineering software such as AutoCAD or Bluebeam to prepare and review detailed design drawings.
- Reviews private development plans and City project plans for conformance to engineering standards; identifies conflicts and opportunities with other projects and capacity limitations; monitors developer extensions to completion.
- Develops and maintains standardized engineering procedures, policies, specifications and documentation for water and sewer utilities to efficiently deliver projects consistent with City and community goals.
- Coordinates project improvements with City Departments, private utilities, other public agencies, private developers, and residents.
- Mentors junior engineers, technicians, and operational staff by providing technical guidance and feedback on performance reviews.
- Fosters a positive and supportive work environment; promotes diversity, equity, inclusion, and belonging in the workplace, contributing to an environment of respectful living and working in a multicultural society.

Peripheral Duties:

- Performs functions as assigned in the City's emergency response plan in the event of an emergency.
- Assists Finance & Administration Department with the development of documentation to support the issuance of utility revenue bonds to fund capital improvement projects.

Knowledge, Skills, and Abilities:

- Knowledge of civil and utility engineering principles and practices.
- Knowledge of modern methods for equipment, drafting techniques, software applications, and materials used in civil engineering projects.
- Knowledge of Supervisory Control and Data Acquisition (SCADA) systems and asset management principles and practices.
- Understand and be able to apply principles and practices of civil engineering and construction project management as they apply to the planning, design, inspection, and construction of public works projects.
- Skilled in the methods and techniques of budget development, management, and control.
- Ability to interpret and understand applicable laws, codes, ordinances, regulations, policies, and procedures.
- Demonstrates effective written and oral communication skills and the ability to work with the public, public officials, other department heads and staff, consultants, and contractors in a knowledgeable and professional manner.
- Skilled in conflict resolution with the ability to rapidly analyze technical and/or legal implications in decision making, working directly with the City Attorney and Washington Cities Insurance Authority when necessary.
- Exhibit positive leadership skills and intradepartmental cooperation through involvement with diverse work groups, community interests, or service teams.
- Ability to work independently and successfully prioritize competing deadlines, schedules, and limited resources among a variety of customers to ensure timely delivery of programs and projects.

Minimum Qualifications:

- Education: Bachelor of Science in Civil Engineering or closely related field.
- Experience: 7 years of experience in utility engineering and/or planning, including 3 years of direct project management.

- Or: In place of the above requirements, the incumbent may possess any combination of relevant education and experience which would demonstrate the individual's knowledge, skill, and ability to proficiently perform the essential duties and responsibilities listed above.

Licenses and Other Requirements:

- Must have a valid Washington State Driver's license and ability to remain insurable under the City's insurance to operate motor vehicles.
- Washington State Professional Engineer License required, or ability to obtain through comity within 6 months.
- 3 years of experience in utility management in a government setting (municipal, state or federal) is preferred.

Physical Demands and Working Environment:

Primarily office work, but the position also involves visiting construction sites under varying weather conditions. Potential hazards at construction sites include vehicular traffic, construction equipment, and uneven terrain. The position may require climbing ladders, scaffolding, and working in trenches or other confined spaces. This position encounters foot hazards as defined by the WAC, which may include any of the following: falling objects, rolling objects, piercing/cutting injuries, or electrical hazards.

Attendance at Council or community meetings is occasionally required; meetings are held in the evenings or outside normal office hours.