The Texas Water Development Board (TWDB) endorses telecommuting and hybrid workplace plans, in addition to other flexible work alternatives. We offer competitive compensation and benefits package including medical, dental, vision, 401(k), flexible spending, and flexible work hours so you can have a work/life balance! For more information about these benefits and more visit: http://www.twdb.texas.gov/jobs/benefits.asp.

**Veteran’s Preference**
Veterans, Reservists or Guardsmen with an MOS or additional duties that fall in the fields of 12H – Construction Engineering Supervisor, 12A – Engineer, 510X – SC-Civil Engineer Corps, CEN10 – Civil Engineering, 8831 – Environmental Engineering Management Officer, 653X – LDO-Civil Engineer Corps, 35EX – Civil Engineer or other related fields pertaining to the minimum experience requirements may meet the minimum qualifications for this position and are highly encouraged to apply.

Additional Military Crosswalk information can be accessed at Military Crosswalk for Occupational Category - Engineering and Design (texas.gov)

**Job Description Summary**
Performs moderately complex (journey-level) to advanced (senior-level) engineering work. Work involves conducting and overseeing the execution of technical projects related to the desalination and reuse programs. Work also involves preparing and writing legislative and technical reports and presenting on program areas. May train others. Works under considerable latitude for the use of initiative and independent judgment. Reports to the Manager of the Innovative Water Technologies Department.

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Essential Job Functions

- Advances water reuse and desalination as water management strategies in the state.
- Serves as subject matter expert for water reuse and desalination.
- Plans, organizes, coordinates, and manages programs, activities, and projects.
- Evaluates engineering designs and data.
- Conducts site visits.
- Researches published studies on desalination and reuse.
- Identifies potential desalination or reuse research topics for further study.
- Prepares a biennial report on desalination due to Texas Legislature in even-numbered years.
- Prepares, reviews, and assists with technical reports and informational material.
- Researches, analyzes, and compiles with existing regulations and statute.
- Work requires attention to detail and extended periods on a computer.
- Researches and provides written and verbal responses to public and inter- and intra-agency inquiries.
- Makes presentations at public meetings, workshops, seminars, and conferences on desalination and reuse.
- Attends and/or participates in training, conferences, seminars, and workshops to maintain technical expertise.
- Manages contracts and performs routine contract management duties for all assigned contracts.
- Maintains confidential and sensitive information.
- Ensures individual and team files (electronic and hard versions) are appropriately maintained and timely disposed of in accordance with the agency’s records retention procedures and schedule.
- Maintains required certifications and licenses and meets the continuing education needs and requirements of the position to include, attending mandatory training courses.
- May be required to operate a state or personal vehicle for business purposes.
- Performs other duties as assigned.

Minimum Qualifications

- Graduation from an accredited four-year college or university with a Bachelor’s degree in Engineering (Civil/Chemical/Environmental), Hydrology, or a related field.
- Coursework in water or wastewater treatment.
- Relevant experience and education may be substituted on a year-for-year basis.

Engineering Specialist

- Classification II - Three years of progressive work experience in water or wastewater treatment, desalination, reuse, or a related field.
- Classification III – Three to five years of progressive work experience in water or wastewater treatment, desalination, reuse, or a related field.
- Classification IV - Five years of progressive work experience in water or wastewater treatment, desalination, reuse, or a related field.

Engineer

- Classification II - Three years of progressive work experience in water or wastewater treatment, desalination, reuse, or a related field.
- Classification III – Three to five years of progressive work experience in water or wastewater treatment, desalination, reuse, or a related field.
- Classification IV - Five years of progressive work experience in water or wastewater treatment, desalination, reuse, or a related field.
- Engineer II – IV – Must be licensed as a Professional Engineer (PE) by the State of Texas.
- Professional Engineer (PE) licensed in another U.S. State will be classified as Engineering Specialist II – IV AND can be reclassified as Engineer II- IV once able to obtain a Texas PE license within 6 months of hire
- Relevant experience and education may be substituted on a year-for-year basis.

Preferred Qualifications
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- Graduate degree from an accredited college or university with major course work in Engineering (Civil/Chemical/Environmental), Hydrology, or related field.
- Work experience in desalination and/or water reuse.
- Experience in communicating, writing, and presenting technical concepts.
- Experience with ESRI ArcGIS Spatial Analyst, ArcPy, and Model Builder.
- Experience with relational database data entry and maintenance (MS Access, SQL).

Knowledge, Skills, and Abilities (KSAs)
- Knowledge of local, state, and federal laws and regulations relevant to desalination and reuse in the Innovative Water Technologies department; and of the principles and practices of public administration.
- Knowledge of engineering principles, practices, techniques, and procedures.
- Knowledge of the practical application of desalination and reuse technology.
- Knowledge of Geographic Information System concepts, techniques, and analysis.
- Knowledge of relational database concepts, techniques, and analysis.
- Skills in using Microsoft Office programs such as Word, Excel, and Access.
- Skills in use of internet, email, word processing, spreadsheet, presentation, and database software.
- Skills in scientific data management.
- Skills in oral and written communication.
- Ability to adhere to work schedules, follow procedures with respect to leave and submit accurate timesheets by prescribed deadlines.
- Ability to make mature, objective decisions and identify areas of potential problems.
- Ability to perform effectively and willingly when changes occur in scope and nature of the work and work environment.
- Ability to perform routine and non-routine work assignments accurately and on-time with little or no supervision.
- Ability to perform assigned duties and improve work habits and/or output.
- Ability to complete assigned work, on time, neatly and with infrequent errors.
- Ability to interpret policies, procedures, and regulations.
- Ability to provide prompt, courteous and accurate assistance and clear and concise communication to internal and external stakeholders both verbally and in writing.
- Ability to work and cooperate with others in a team environment.
- Ability to manage multiple tasks.
- Ability to stand/sit/move with no physical limitations or aids to perform activities such as retrieve/replace files in a large file system for boxes up to 30 lbs.
- Ability and willingness to travel 10% of the time, primarily within the State of Texas.
- Ability to operate a vehicle (state or personal) for state business and maintain a driver’s license and driving record that complies with state and agency requirements.
- Ability to work days that may exceed 8 hours, including early mornings, nights, and weekends.
- Ability to train others.
- Ability to plan, coordinate, manage, and implement technical projects.
- Ability to schedule and prioritize work to maintain regular progress on assignments and meet deadlines.
- Ability to conduct research, evaluate and relate findings, and communicate results
- Ability to receive and provide constructive criticism and collaborate with co-workers.

Remarks
- Copy of required academic transcripts and/or licensures and driving record must be submitted at the time of hire. Failure to provide required documentation will result in no further consideration for employment.
- Important Notice: Otherwise qualified candidates who are ultimately considered for potential employment with the Texas Water Development Board may be the subject of a request for any criminal history record information maintained by the Texas Department of Public Safety (DPS). Evidence of a criminal conviction or
other relevant information obtained from the DPS shall not automatically disqualify an individual from employment with the Texas Water Development Board.