

## **Boston Water and Sewer Commission Job Description**

**Job Title: Field Service Engineer**

**Salary: \$1153.85 – \$1680.11**

**Employment Type: Full-Time**

### **Company Background:**

**Boston is home to New England's oldest and largest and largest water & sewer systems, which are owned, maintained and operated by the Boston Water and Sewer Commission (BWSC). Established in 1977, BWSC continues to provide water and sewer services to more than one million residents, workers, students, shoppers, conventioners, hospital patients and visitors each and every day.**

### **Position Purpose:**

**Performs various professional and technical engineering work for the Operations Division.**

### **Essential Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

- Prepares technical and professional reports for submission to regulatory authorities and agencies.
- Utilizes and instructs personnel in the use of Closed Circuit Television (CCTV) equipment to inspect the condition of sanitary sewer and storm drain infrastructure. Prepares condition assessment reports to document the results of field investigations performed and recommended corrective measures.
- Performs office work: updates various databases, writes technical reports, completes work orders, documents and catalogues inspection data.
- Performs and oversees personnel in the installation, calibration, and maintenance of sewer meter and other electronic recording equipment. Download sewer meter data and perform analysis and prepare graphics to interpret flow, velocity and level measurements.
- Develop procedures and scope for water distribution leak detection surveys as well as their implementation as performed by BWSC personnel or consultants.
- Oversees personnel conducting sewer dye testing and may perform testing to ensure proper connections to sanitary and storm drain lines.
- Performs diagnostic tests including: rain gauge analysis and maintenance, fire flow testing, smoke testing, measurement and documentation of groundwater well readings, survey level runs, illegal connection investigations, and inflow connection investigations; prepares GIS corrections.
- Acts as a hazardous material spill response representative; investigates reports of illegal dumping, oil spills, and other hazardous materials that may enter the BWSC sewer/drain systems and harm the ecosystem that exists in our harbor via the outfalls. Collaborates with Boston Police and Fire Hazmat and Boston Environmental Strike Teams.
- Manages Commission contracts for CCTV, Leak detection and other related professional services.
- Maintains public relations customer service in order to ensure best possible outcome for the customer.
- Performs similar or related work as required, directed or as situation dictates.

### **Recommended Minimum Qualifications:**

#### **Education, Training and Experience:**

**Bachelor's Degree in Civil Engineering. Three to five (3 – 5) years related experience required with some supervisory experience highly preferred. Must possess a valid Massachusetts Driver's License.**

#### **Knowledge, Ability and Skill:**

**Knowledge:** Working knowledge of civil engineering and engineering survey and design. Working knowledge of drafting. Basic knowledge of public works construction. Working knowledge of computer applications to engineering. Working knowledge of local and state regulations.

**Ability:** Ability to interpret complex blueprints and drawings. Ability to perform complex mathematical equations. Ability to write accurate detailed reports, supervise personnel, and conduct water surveys. Works in a group setting in a fast-paced work environment. Ability to perform technical research, compile comprehensive reports, and properly apply the findings, assesses conditions in a variety of locations and determine proper course of action needed. Deals effectively and diplomatically with the public, consultants, officials, department heads and other constituencies.

**Skill:** Strong interpersonal skills. Excellent written and verbal communication skills. Proficient computer skills including MS Office applications including Access, Outlook, Paint and Excel, and specialized software including AutoCAD and HydroCAD. Skill in operating all listed tools and equipment.

**Physical Requirements:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The employee is regularly required to sit, talk, and hear; uses hands to finger, handle, feel or operate objects, tools, or controls, and reach with hands and arms as in picking up paper, files, and other common office objects. Physical agility required to access all areas of inspection sites. Employee may occasionally lift and/or move objects weighing up to 100 pounds. Vision and hearing at or correctable to normal ranges.

**Supervision:**

**Supervision Scope:** Performs various duties of a routine to complex nature following acceptable standards of quality and performance; requires independent judgment in determining methods of completion and carrying out assignments.

**Supervision Received:** Works under the direct supervision of various Managers.

**Supervision Given:** Oversees and instructs various Local Lodge 100 employees in performance of tasks. Oversees Commission contractors and consultants.

**Job Environment:**

- General office conditions; field work is performed outdoors with loud noise levels and exposure to variable weather conditions/hazards associated with heavy equipment and construction sites. The workload is subject to seasonal and weather-related fluctuations; responds to emergencies. When in the field may be required to wear safety hat, vest and shoes.
- Operates telephone, computer, hand power tools, survey equipment and standard office machines.
- Makes frequent contact with municipal, state and federal representatives; city officials, businesses, property owners, engineering consultants, department heads, the public, and other city employees. Contacts are in person, by phone, email, group meetings, and hearings.
- Has access to department-related confidential and/or sensitive information.
- Errors could result in delay or loss of services, personal injury to self and/or others, damage to building and equipment, and cause significant monetary loss and/or legal repercussions.

**PLEASE NOTE: RESIDENCY IN THE CITY OF BOSTON IS A REQUIREMENT AT THE TIME OF HIRE.**

Please complete on-line application with resume at: [http://www.bwsc.org/ABOUT\\_BWSC/employment/employment.asp](http://www.bwsc.org/ABOUT_BWSC/employment/employment.asp).

**Affirmative Action/Equal Employment Opportunity Employer**