



**CITY OF RAPID CITY**  
invites applications for the position of:

# Engineering Project Engineer - Public Works Administration

An Equal Opportunity Employer

**SALARY**

Annually  
\$66,384.12 - \$71,521.18

**OPENING DATE:** 01/06/20

**CLOSING DATE:** 02/03/20 11:59 PM

**DESCRIPTION:** **ABOUT US**

The Public Works Department is a multi-faceted department tasked with providing development engineering, street maintenance and repair, water treatment and reclamation, solid waste management, public transit systems, and GIS mapping services. It is the mission of Public Works to use our resources effectively to protect the health, safety, and welfare of the community by providing safe and reliable drinking water, wastewater treatment, drainage, solid waste management, public transit, transportation systems, and GIS services.

Please visit the [Public Works website](#) for more information.

This is your opportunity to live and work in one of the most beautiful places in the world! Considered the "Gateway to the Black Hills", Rapid City boasts a thriving community of 70,000+ with close proximity to world-class recreation and convenient lifestyle amenities with downtown shopping and restaurants. The City of Rapid City offers fantastic benefits including employer-paid health insurance premiums, 6% employer-matching retirement, and generous vacation and sick leave time off.

**POSITION  
DETAILS:**

**ABOUT OUR JOB**

The position's primary function is to support the Water, Water Reclamation and Solid Waste Divisions in meeting their daily and overall operational goals. The Engineering Project Engineer performs Civil Engineering analysis, design, contract administration and management of City infrastructure projects and programs. This Engineering Project Engineer role will be responsible for assigned project management in the Water, Water Reclamation, and Solid Waste Divisions within the Public Works Department. This position will report directly to the Assistant Public Works Director.

Essential Duties and Responsibilities:

- Support the Water, Water Reclamation and Solid Waste Divisions in meeting their daily and overall operational goals.
- Manages design or construction of infrastructure projects and programs.
- Manages consultants and contractors.
- Develops projects for the Capital Improvement Plan.
- Coordinates with other Public Works Divisions, City Departments, and other agencies.
- Interprets intent of ordinances, statutes and laws of the City of Rapid City and State of South Dakota and monitors compliance of same.
- Participates in the consultant selection process and supervises their designs and construction plan preparation.
- Provides technical information to other City departments and the general public.
- Assumes applicable duties of Operations Management Engineer for specific facility management projects.

**ADDITIONAL  
INFORMATION:**

**ABOUT YOU**

To perform this job successfully, an individual must be able to perform each essential duty successfully. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Our ideal candidate will possess:

- Project management experience in the Water, Water Reclamation, and Solid Waste industries is desired but not mandatory.
- The ability to project manage cross-functional teams.
- Professional verbal and written communication skills.
- The ability to multi-task and focus in a fast-paced environment.
- Excellent project management, time management and organizational skills.

We understand your time is valuable, so we encourage you to apply if you possess the following minimum requirements:

Bachelor's degree from a four-year college or university in Engineering and four years related experience in Civil Engineering tasks.

South Dakota Professional Engineer (PE) License or ability to obtain within one year from date of hire.

A valid driver's license or ability to obtain within 30 days from date of hire.

**The listed salary range is commensurate with the minimum qualifications for this position. The City of Rapid City will consider additional compensation for a candidate with exceptional qualifications beyond those listed.**

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Please contact City of Rapid City HR with questions  
at 605-394-4136.

Job #201900129  
ENGINEERING PROJECT ENGINEER - PUBLIC WORKS  
ADMINISTRATION  
KD

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### **Engineering Project Engineer - Public Works Administration Supplemental Questionnaire**

- \* 1. Do you currently hold a South Dakota Professional Engineer (PE) License?  
 Yes  No
  
- \* 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.
  
- \* 3. Please briefly describe your experience working in an operational environment.
  
- \* Required Question