



BLANDING
CITY

PUBLIC WORKS DIRECTOR/CITY ENGINEER

ABOUT BLANDING UTAH

Blanding is located in the Four Corners area of Southeastern Utah, and is known as the "Base Camp to Adventure" due to the proximity and accessibility of outdoor recreation activities including:

- National Parks and Monuments: Blanding is conveniently located near Arches National Park, Canyonlands National Park, Natural Bridges National Monument, Hovenweep, Grand Gulch, Valley of the Gods, Monument Valley, Goosenecks, Dinosaur Museum and Edge of the Cedars State Park
- ATV, Jeep & Mountain Biking: Blanding is home of the annual "San Juan ATV Safari", and boasts thousands of miles of trails through pristine red rock and mountainous terrain. Located 90 miles from Moab and its world famous mountain bike and jeep trails.
- Hunting & Camping: Home to world class elk and deer hunting, including limited access trophy hunting on the Blue Mountain and Elk Ridge areas.
- Boating: Recapture Reservoir is within minutes of Blanding, and features water skiing and boating. Lake Powell is located 90 miles from town, and is frequented by visitors from all over the area for world-class boating and fishing.
- Golf: The Hideout Golf Club is located 20 miles from Blanding. The Salt Lake Tribune rated it the #2 best public course in Utah and said it might be the "least-played great course in the country".

In addition to the outdoor recreation, Blanding has a beautiful recreation center equipped with an outdoor pool, basketball, volleyball, cardio, weight training, yoga and zumba classes. Children and adults alike can participate in organized baseball, softball, basketball, soccer, football and volleyball leagues.

Due to its location in Southern Utah and an elevation of more than 6,000 feet, Blanding has a moderate year-round climate. The average high temperature during the summer months is 86 degrees, and although there can be significant snowfall in the winter months, it has 257 sunny days per year and excellent air quality and clear night skies. A recent study also found Blanding to be the safest city from natural disaster in the nation.

Utah State University maintains a satellite campus in Blanding with over 400 students enrolled each year. This provides residents with opportunities for continuing education with small classroom sizes. Blanding Elementary School, Albert R Lyman Middle School and San Juan High School provide excellent education to local students, as well as opportunities for extracurricular and athletic participation.

The population of Blanding is 4,000, with many more living just outside the official city limits, making the population of the Blanding area around 5,000.

WORKING FOR BLANDING CITY

The City of Blanding was incorporated in 1916 to provide services to residents living in the area. It provides many of the services required by residents in the community, including: electric, natural gas, water, sewer, garbage and storm water. In addition, the community has invested heavily in parks and recreation, and operates 6 public parks, a skate park and a community wellness center. The City employs 22 full-time employees and over 70 part-time employees in the summer months. The annual operating budget is approximately \$10,000,000 with 80% coming from revenue collected by business enterprises.

The Department

The Public Works Department handles the overall administration of all city departments and provides support to the City Council, all city activities, and residents. The department is supervised by the City Manager.

Public Works Director/City Engineer Position

The Public Works Director/City Engineer reports to and works closely with the City Manager. The position supervises, plans, coordinates and directs the activities of the Engineering and Public Works Department under the direction of the City Manager. Reviews, designs, maps, and signs documents as a licensed professional engineer. Provides high-level technical and professional direction, supervision, and administration of the public works department.

Ideal Candidate

The City is looking for a talented individual with a bachelor's degree in an applicable field from an accredited college or university. The ideal candidate must have a professional engineering license in the State of Utah, experience in managing staff and multiple projects, understanding of government processes and procedures, experience with public utilities, working with contractors, and understanding of OSHA requirements. Knowledge of the Blanding community and familiarity with existing businesses is preferred. The ideal applicant will demonstrate a willingness and ability to learn and apply new skills and knowledge.

The ideal employee will be willing to learn on the job and absorb new knowledge and skills gained through training with the City. Due to the 24/7 nature of utilities, the employee will be expected to work primarily day shifts, but must be available to work occasionally on nights, weekends and holidays.

The culture of the City of Blanding is one of hard work for the citizens of the community, and doing whatever is necessary to provide quality services for a reasonable price. The ideal candidate will share those values, and provide excellent public service to the residents of the City.

Benefits

Healthcare Benefits Covered By Blanding City. Vested Utah Retirement System After Four Years.



JOB DESCRIPTION

TITLE: CITY ENGINEER/PUBLIC WORKS DIRECTOR

FLSA STATUS: EXEMPT
SUPERVISORY STATUS: SUPERVISORY

EFFECTIVE DATE: JULY 2023
DEPARTMENT: PUBLIC WORKS

JOB SUMMARY

Supervises, plans, coordinates and directs the activities of the Engineering and Public Works Department under the direction of the City Manager. Reviews, designs, maps, and signs documents as a licensed professional engineer. Provides high-level technical and professional direction, supervision, and administration of the public works department.

ESSENTIAL FUNCTIONS

- Supervises, plans, coordinates and directs the work of the Public Works Department, including Enterprise Utilities. Makes staffing decisions within the department including hiring, training, performance evaluation, scheduling of workload, and retention of assigned personnel. Compiles, maintains, and reviews all reports, daily work records, time cards, work specifications, and appropriate personnel documentation within the department.
- Supervises and correlates departmental activities with the department, and with other City departments, volunteer groups, the public and outside agencies including serving on committees/boards and establishing departmental and City-wide policies and procedures.
- Oversees and is responsible for the departmental budget, establishes departmental policies and procedures, and monitors departmental purchase orders and expenditures. Makes maintenance and purchasing decisions for equipment, tools, and supplies within the department.
- Oversees the maintenance of all City equipment and Public Works vehicles and equipment.
- Oversees all City engineering projects including developing short and long range plans for construction and maintenance of streets, storm water, culinary water, sanitary sewer,

power, natural gas, and related programs. Responds to questions and complaints from the public and other sources concerning Public Works activities.

- Advises the Mayor, City Council, and City Administrator on all engineering matters.
- Monitors construction and maintenance activities and provides engineering guidance for design, construction activities, testing and inspection of large and complex projects.
- Approves all engineering plans and specifications and determines City engineering, public works and utility standards. Stamps engineering plans and prepared maps with professional engineer seal.
- Oversees and participates in special studies and recommendations. Writes professional, technical, and administrative reports and papers.
- Administers bonds for development of private subdivisions and oversees the issuance of excavation, access and special permits.
- Establishes Emergency Action Plans, Standard Operating Procedures, City of Blanding Safety Plan, Blanding City Natural Gas Operation and Maintenance Plan, Sanitary Sewer Management Plan, Blanding City Standards and Specifications, and etc.
- Updates the Class C roads Inventory with the UDOT
- Manages the water rights for the City.
- Oversees inspection of water, sewer, storm drain, natural gas, electric distribution, streets and road cut permits.
- Oversees and approves design and construction for improvements of water, sewer, storm drain, natural gas, electric distribution, and streets.

KNOWLEDGE, SKILLS AND ABILITIES

- Extensive knowledge of civil engineering, engineering survey and design; working knowledge of drafting, thorough knowledge of public works construction; working knowledge of engineering computer applications.
- Ability to direct, motivate, develop, and evaluate subordinates.
- Thorough knowledge of Utah State Code applicable to drinking water, sanitary sewer, storm water, and land development as it pertains to development of City infrastructure.
- Ability to establish and maintain effective working relationships with employees, other departments, contractors, other agencies and the public; ability to follow written and oral instructions; ability to communicate effectively, verbally and in writing.
- Thorough knowledge of PHMSA and OPS guidelines and requirements, OSHA regulations, AMPP and other natural gas industry standards..
- Thorough knowledge of National Electric Safety Code, National Electric Code, and electric distribution standards.

TOOLS AND EQUIPMENT USED

- Motorized vehicles.
- Personal computer, including word processing, spreadsheets, SCADA, CAD, ArcGIS, electronic mail, phone, radio, copy machine and etc.
- Specialized tools, lab equipment and survey equipment.

PHYSICAL DEMANDS

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.

- Work is performed in office settings and outdoor work is required in the inspection of various land use developments, construction sites, or public works facilities. Hand-eye coordination is necessary to operate drafting instruments, computers and various pieces of office equipment.
- The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

WORKING CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee regularly works in outside weather conditions. The employee regularly works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The employee is required to enter confined spaces to perform work and must comply with all safety procedures.

EDUCATION AND EXPERIENCE

- Bachelor's Degree in Civil Engineering required, and five (5) years work experience performing professional civil engineering activities including two (2) years in a supervisory capacity preferred.

LICENSING AND CERTIFICATION

- Must possess a professional engineering license in the State of Utah.
- Must possess and maintain a valid Utah Driver's License.
- Must obtain an AMPP Cathodic Protection Tester (CP1) Certification, or ability to obtain within 1 year of employment.