

Franklin County Sanitary Engineering
UTILITY COMPLIANCE SPECIALIST
(Non-Bargaining)

A position is available for a qualified applicant to provide complex administrative staff support, ensuring vendor's compliance with requirements of awarded contracts, coordinate documentation of contract expenditures between fiscal and engineering unit and assist with the implementation of contracts. Coordinate projects with both the engineering and fiscal units within the department, and may include coordinating with other county agencies, non-profit organizations, and various state and federal agencies.

Coordinate with department engineering staff to inspect project site for contract compliance. Provide written documentation of compliance resolves deficiencies and other issues. Complete inspections and documentation of water and sewer service connections and repairs, main line water and sewer service connections and repairs, main line water and sewer installation projects, and pump station and treatment plant installation or upgrade projects. May also assist in inspections and documentation of backflow prevention device determinations, installations and device testing requirements of the Backflow Prevention/Cross Connection program. Review and evaluate main sewer line documents and videos.

Coordinate recordkeeping reporting of Water and Sewer Permit program. Ensure compliance with water and sewer programs, policies and regulations development and updates. Submit reports and logs, as required. Complete work assignments in a timely manner pursuant established procedures. Assist in the preparation of required compliance reports for submission to grant awarding authorities. Responsible to, monitor and, where necessary, audit grant and contract expenses.

Qualifications: 2 yrs. technical or 4 yrs. Construction or Engineering degree. 2 yrs. utility service experience. Salary: \$23.01/hr., plus a Comprehensive Benefits Package.

If interested, please go to <https://www.franklincountyohio.gov/information/employment>
and **apply on-line by 1/11/2019.**

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