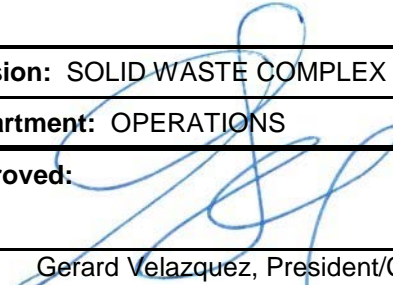


JOB DESCRIPTION

JOB TITLE: Sr. VICE PRESIDENT – ENGINEERING	
Reports to: PRESIDENT / CEO	Division: SOLID WASTE COMPLEX
Classification: EXEMPT	Department: OPERATIONS
Exempt Category: PROFESSIONAL	Approved:  <hr/> Gerard Velazquez, President/CEO
Effective Date: 2019-APR-01	

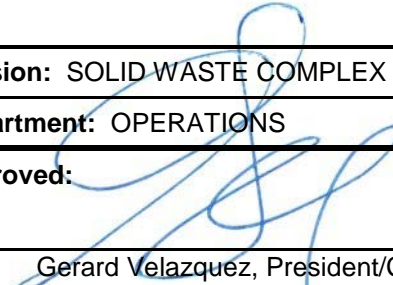
JOB PURPOSE: Perform engineering and technically related activities including the preparation of specifications for equipment and services, preparation and review of permit applications and reports required by the N.J. Department of Environmental Protection. Planning, organizing, developing and monitoring the technical aspects relating to the construction of new facilities and structures and the maintenance of existing facilities. Preparation of Operations and Maintenance manuals.

ESSENTIAL JOB FUNCTIONS:

- To develop and review plans and specifications for improvements, additions and other construction projects for the Cumberland County Improvement Authority;
- Prepare specifications for all new equipment recommended for use at the solid waste facility;
- Assure air compliance and operating permits under the Title 5 guidelines;
- Accurate recordkeeping and reporting in order to be compliant for annual Emissions Statement for the solid waste facility;
- Preparation of specifications for uniforms, leachate hauling, chemicals used in leachate process, electrical, plumbing, scale and all others as assigned;
- Participate in the selection, placement or replacement of new or existing positions specifically related to the operations of the solid waste facility;
- Serves as operational liaison between the solid waste complex and Administration;
- Coordination and maintenance of all files, filing systems and related documents pertaining to landfill regulatory, permitting, and construction.
- All other duties as assigned by PRESIDENT / CEO or designee.
- Oversee and direct construction projects from conception to completion.
- Review the project in-depth to schedule deliverables and estimate costs.
- Oversee all onsite and offsite constructions to monitor compliance with building and safety regulations.

NOTE: These statements are intended to describe the general nature and level of work involved for this position. It is not an exhaustive list of all responsibilities, duties and skills required for this position.

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Effective Date: 2019-APR-01	

- Coordinate and direct construction workers and subcontractors.
- Meet contractual conditions of performance.
- Review the work progress daily.
- Prepare internal and external reports pertaining to job status.
- Plan to prevent problems and resolve any emerging ones.
- Negotiate terms of agreements, draft contracts and obtain permits and licenses.
- Analysis, manage and mitigate risks
- Ensure quality construction standards and the use of proper construction techniques.
- Responsible for the coordination of all professionals including but not limited to architects, engineers, planners, external construction manager, and environmental engineers.
- Responsible for daily inspection and evaluations of pre-development, development, construction and construction close out phases of project.
- Responsible for the financial approval and coordination with Authority finance department.

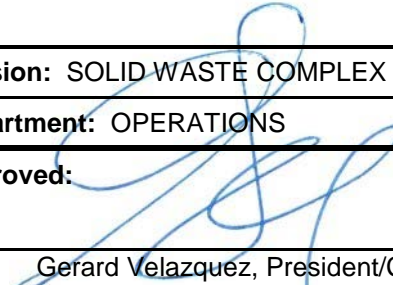
KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to relate and interact with a diverse group of professional, technical, government, administrative, clerical and general labor personnel;
- Ability to communicate effectively with Authority Board, Administration, as well as consultants and the general public;
- Possess appropriate knowledge, skills and abilities to support the engineering and construction projects of the Cumberland County Improvement Authority;
- Ability to be accurate and precise in all activities related to the success of tasks assigned to the position;
- Must know construction methodologies, read blueprints and understand other technical aspects of construction.
- Ability to plan and organize a team effort.
- Good client management and goodwill building ability.
- Capacity to handle pressure.
- Strong focus on quality.
- Must be able to read, write, speak and understand English sufficiently to perform duties.

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EDUCATION AND EXPERIENCE:

- Bachelor's Degree in Engineering (required)
- Post-graduate degree in Construction Management (desired)
- Minimum of 5 years of experience in engineering/construction management (required)

LICENSING AND CERTIFICATION:

- New Jersey Professional Engineering License (required)
- Certified Landfill Manager (S.W.A.N.A.) or eligible
- Valid N.J. Driver's License
- CPR and first aid

TOOLS AND EQUIPMENT USED:

- Computer - Microsoft Office business software, AutoCAD;
- Two-way radio;
- Survey Equipment;
- Digital camera.

SUPERVISORY RESPONSIBILITY: Manage the day-to-day working, utilization, implementation and consultants engaged on the project. Responsible for the coordination of all professionals including but not limited to architects, engineers, planners, external construction manager, and environmental engineers.

ENVIRONMENTAL AND PHYSICAL DEMANDS:

This position may require all or some of the following: driving, standing, walking, sitting, talking, hearing, seeing, feeling, grasping, climbing, balancing, crouching, crawling, kneeling, reaching with hands or arms, lift-up to 50 lbs. and exposure to environmental conditions.

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