



EAST BAY MUNICIPAL UTILITY DISTRICT
invites applications for the position of:
Engineering Aide (Part-time or Temporary)

An Equal Opportunity Employer

SALARY: \$4,838.00 - \$5,881.00 Monthly
\$58,056.00 - \$70,572.00 Annually

OPENING DATE: 11/18/19

CLOSING DATE: 12/06/19 04:30 PM

THE POSITION:

East Bay Municipal Utility District (EBMUD) has three openings and invites candidates who have the appropriate qualifications to apply for these intern positions (**part-time - 19 hours per week, when school is in session OR temporary full time - 40 hours per week for up to 6 months on school breaks**) in the Major Facilities Planning Section of the Water Distribution Planning Division, the Water Treatment Plant Section of the Design Division, and the Water Recycling Section of the Water Supply Improvements Division. The Major Facilities Planning Section mainly focuses on determining the size of pipelines, pumping plants and water storage tanks necessary to supply customers and provide fire flows within the water distribution system. The Water Treatment Plant Improvements Section prepares designs and construction documents for public bidding. The Water Recycling Section leads the development of water recycling projects for EBMUD.

The Engineering Aide will assist engineers by performing the following typical tasks:

- Hydraulic modeling to determine available flow and pressure within the water distribution system.
- Review planning documents written by other public agencies, evaluate impacts and write comment letters.
- Write Notice of Exemptions to comply with the California Environmental Quality Act.
- Develop alternative analysis for new pipelines, pumping plants, regulators, and water storage tanks.
- Compile and evaluate water quality data.
- Evaluate water treatment plant hydraulic data.
- Perform statistical analysis on water quality parameters and water treatment plant operations.
- Gather field data at treatment and distribution facilities.
- Prepare cost benefit analysis using engineering economics.
- Prepare engineering drawings and specifications.
- Develop Drawings using AutoCad Revit or Plant 3D.
- Assist in the planning and implementation of recycled water projects.
- Provide engineering support of operating recycled water projects.
- Assist with recycled water customer site conversions, including plan review and site inspections.
- Meet with customers to discuss potential recycled water uses.
- Use PCs for preparing reports, memos, graphics, and database.

EBMUD is an Equal Opportunity Employer. All qualified candidates will receive consideration for employment without regard race, color, religious creed, sex, gender, gender identity, gender expression, marital or registered domestic partnership status, age for individuals over forty years of age, national origin, ancestry, disability (mental or physical, including AIDS and HIV), medical condition (cancer and genetic characteristics), genetic information, sexual orientation, military and veterans status, family or medical leave status, pregnancy, pregnancy disability leave status, or any other status protected by federal, state and/or local laws.

REQUIREMENTS:

- Junior, Senior, or Graduate engineering student currently enrolled at an accredited college or university.
- Valid California driver's license and satisfactory driving record.

The ideal candidate will have:

- excellent command of spoken and written English.
- general computer skills including MS Excel, MS Word, MS Project, and MS PowerPoint.
- computer programming, CAD and/or GIS experience is a plus.
- a semester or more of fluid mechanics coursework.
- water quality engineering coursework is a plus.
- understanding of engineering economics and statistics.

* Equivalent combinations of education and experience may be considered. To be considered under the "equivalent combination of education and experience" provision, it is your responsibility to include in your application materials written evidence of employment performed at the level of the typical duties of this position and/or coursework in subject areas directly related to this position. For more information, see our FAQ page at <http://www.ebmud.com/jobs/job-resources/job-faqs-frequently-asked-questions/>.

THE SELECTION PROCESS:

Visit www.ebmud.com to submit your EBMUD application online by December 6, 2019. Only application materials submitted online during the filing period will be accepted. Application materials faxed, mailed or delivered to EBMUD will not be accepted. It is your responsibility to clearly specify your experience. Applicants presenting the best combination of job-related qualifications will be reviewed for further consideration.

NOTE: *This internship opportunity is not a regular civil service position.

SUPPLEMENTAL INFORMATION:

As the first step in the selection process, responses to the supplemental questions must be submitted online with the regular EBMUD application. Please provide thorough, accurate descriptions of assignments you have personally performed. Should you respond with comments such as "see application" or "see resume" instead of addressing the questions directly, your application may not be considered.

All employment offers are conditional, pending the results of a Live Scan background screening. All selected finalists must participate in the Live Scan background screening process to remain in consideration for EBMUD employment.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.ebmud.com/jobs>

Job #19-153T
ENGINEERING AIDE (PART-TIME OR TEMPORARY)
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OUR OFFICE IS LOCATED AT:

375 11th Street, MS #603

Oakland, CA 94607

510-287-0735

jobs@ebmud.com

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Engineering Aide (Part-time or Temporary) Supplemental Questionnaire

- * 1. Are you currently enrolled as an engineering student in an accredited college or university?
 - Yes
 - No
- * 2. Are you willing to work part-time (10 to 19 hours per week) while college is in session at EBMUD's administration building in Oakland?

Yes

No

- * 3. Describe a challenging or complex project that you have worked on from your school or work experience. Include your role in the project and the outcome of the project.

* Required Question