
CITY OF OKLAHOMA CITY
SEAL OF THE CITY OF OKLAHOMA CITY
DEPUTY
DIRECTOR
UTILITIES
ENGINEERING
HTTPS://WWW.CPSHR.US/RECRUITMENT/2218

WORK FOR OKC



Oklahoma City is the 20th largest city in the nation. The City of Oklahoma City serves approximately 694,800 residents in a four (4) county, 621 square mile area.

About OKC

Incorporated in 1890, the City of Oklahoma City is a charter city and has had a Council-Manager form of government since 1927. The Mayor, elected at-large, leads a Council of eight members, each elected by ward. The Mayor and Council set overall policy and strategic priorities for the organization.

Historically, Oklahoma City's economic base has been closely tied to the energy and agricultural markets. Today, the City's economic base is more diversified and seeing growth in the health and technology industries.

The largest employers in the metropolitan area include the State of Oklahoma, the City of Oklahoma City, Tinker Air Force Base, and the University of Oklahoma. Companies with headquarters here include American Fidelity Assurance Company, BancFirst, Chesapeake Energy, Continental Resources, Devon Energy, Express Personnel, Hobby Lobby Stores, Love's Travel Stops & Country Stores, OG&E Energy, MidFirst Bank, Paycom and Sonic Corporation.

Vital among the City's assets are ample water supplies and its central location. Interstate highways I-35 North/South, I-40 East/West and I-44 Northeast/ Southwest converge in Oklahoma City and provide transportation links to the rest of the nation. The I-40 Crosstown Expressway relocation, which opened in 2013, allows faster travel by incorporating 10 lanes of traffic. These ground transportation routes, together with Will Rogers World Airport, make the City a regional transportation hub.

Local performing arts groups such as the Oklahoma City Philharmonic, Lyric Theater, and Ballet Oklahoma contribute to the City's cultural environment. The Oklahoma State Fair, Red Earth Festival, and the Festival of the Arts attract hundreds of thousands of visitors each year.

Other popular attractions are the First Americans Museum, National Cowboy and Western Heritage Museum, Oklahoma City Museum of Art, Oklahoma City National Memorial, Oklahoma History Center, and National Softball Hall of Fame.

DEPARTMENTS

Twenty-two (22) City departments provide a wide array of municipal services and programs. Additionally, municipal trusts play a significant role in the operations of major facilities and services.





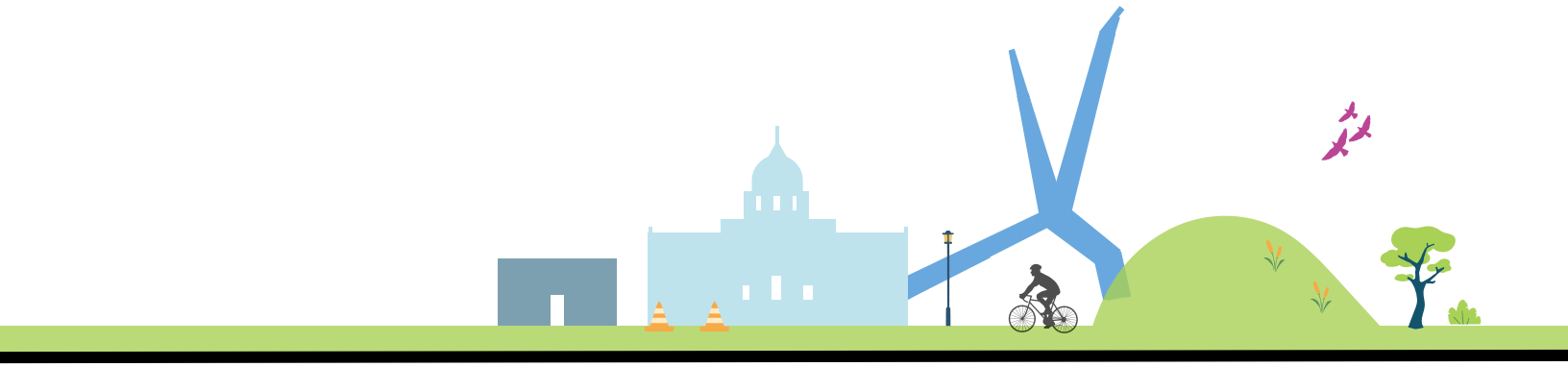
Our NBA team, the Oklahoma City Thunder, competes in the National Basketball Association as a member of the league's Western Conference Northwest Division.

The City has been the site of numerous Big XII championships in basketball, baseball, and softball and has hosted the opening rounds of the NCAA basketball tournament, the Wrestling Championships and the Women's College World Series. Our USL PRO (minor league soccer) team, Energy FC, is the affiliate of the Major League Soccer Sporting KC.

In December 2009, citizens approved MAPS 3, a seven-year, nine-month tax to fund eight new projects in the metro area. These include a 70-acre central park, a new rail-based streetcar system, a new downtown convention center, sidewalks throughout the city, 57 miles of new bicycle and walking trails, improvements along the Oklahoma River, health and wellness aquatic centers for seniors, and improvements to the fairgrounds.

In May 2016, the $45.3 million RIVERSPORT Rapids center opened to provide whitewater rafting and kayaking on an 11-acre facility adjacent to the Oklahoma River. The Center features world class rapids for elite athletes as well as recreational level opportunities for families.

The City was designated as the U. S. Olympics Training Site for canoes, kayaks and rowing in July 2009 and hosted the U.S. Olympic trials for those sports in 2016 at the new RIVERSPORT Rapids center and the Oklahoma River. The Oklahoma River is the only river to have received this coveted designation



and is being transformed into a world class competitive and recreation center.

In January of 2016, the City entered into an agreement with the State of Oklahoma and the Chickasaw Nation to complete the First Americans Museum along the Oklahoma River. The Center provides 85 acres of park space, with walking trails, interpretive art, and serves as a venue for native performers and educational exhibits.

In September 2017, citizens approved the Better Streets, Safer City General Obligation Bond and a sales tax measure. The General Obligation Bond is a 10-year, $967 million program (including $135 million for parks, $536 million for streets, bridges, sidewalks and traffic control), and a permanent ¼ cent sales tax for more police officers, more firefighters and day-to-day operations. The temporary penny sales tax took effect January 1, 2018, after the MAPS 3 tax expired. Sales tax collected over the 27 months was $264,584,295 and to date with interest the board has allocated $263,676,528 million toward projects.

In December 2019, citizens approved MAPS 4, a debt-free public improvement program funded by a temporary penny sales tax that will raise a projected $978 million over eight years. MAPS 4 keeps Oklahoma City' sales tax rate unchanged. The sales tax took effect April 1 when the Better Streets, Safer City temporary sales tax expired. More than 70 percent of MAPS 4 funding is dedicated to neighborhood and human needs. The rest is for quality of life and job-creating initiatives. For detailed information about MAPS 4 go to: okc.gov/government/maps-4.



THE CITY'S VISION & MISSION

Oklahoma City seeks to further progress as a vibrant, diverse, safe, unified and welcoming community. We will provide exceptional service to residents and visitors. We do this by ensuring the safety of the public, delivering quality services, and maintaining infrastructure to support the growth of the City.

The City’s core values include:

- Providing competent, dependable and efficient service to all by knowing our jobs and our City;
- Maintaining dependability and accountability in our relationships;
- Communicating among ourselves and with our community in a tactful, useful, informative and honest manner;
- Listening to the needs of others as a critical part of our communication process;
- Honoring diversity by respecting our customers and fellow employees;
- Committing to continuous improvement and growth through visionary, proactive leadership and technology; and
- Setting standards of quality service by upholding our core values.

The Department

The Utilities Department serves over 1.4 million residents within central Oklahoma delivering an average of 100 million gallons of water every day through retail and wholesale service connections. Eighteen cities and rural water districts contract with Oklahoma City. The City of Oklahoma City owns the water, wastewater, and solid waste management systems. The Oklahoma City Water Utilities Trust (OCWUT) was created to lease, operate, maintain, improve, and finance these systems.





The Utilities Department, one of the largest City departments with over 800 employees, ten divisions, and an annual budget of $850 million, provides water, wastewater and solid waste management services. It also has a 50-year contract with the federal government to operate, maintain, repair, and replace water and wastewater facilities at Tinker Air Force Base.

UTILITIES



The Utilities Department has talented, committed staff and engaged leadership and is seeking a forward-thinking, effective leader to be its next Deputy Director Utilities - Engineering.

This position is located in the Engineering Division of the City of Oklahoma City Utilities Department and is under the direction of the department head. It is responsible for managing a ten-year capital improvement program exceeding $3.3 billion. The treatment and distribution system consists of two water treatment plants, four wastewater treatment plants, 4,000 miles of water pipe and 3,000 miles of sewer pipe.

Oklahoma City relies on water from two sources, the North Canadian River supply, and the Southeastern Oklahoma supply. Canton, Hefner and Overholser Reservoirs receive water from the North Canadian River. The Stanley Draper Reservoir receives water from the Atoka and McGee Creek Reservoirs located in southeast Oklahoma via a 100-mile, 60-inch pipeline. In 2019, OCWUT began constructing the second 100-mile, 72-inch Atoka Pipeline to provide additional capacity.

OCWUT continuously plans for future water supply needs and has secured additional water rights in southeast Oklahoma from the Sardis Reservoir in the Kiamichi River basin. The construction of a 30-mile pipeline connecting the Kiamichi River to the existing water supply system is anticipated to begin within the next five years.



The Position

This job classification has been designated as a safety sensitive job classification in accordance with the Oklahoma Medical Marijuana and Patient Protection Act, 63 O.S., § 427.1 et seq., (OSCN 2019), effective August 29, 2019. *This means employees in this job classification can be subject to disciplinary action up to and including termination if they test positive for marijuana components or metabolites, even if they possess a medical marijuana license.*

This position is located in the Engineering Division of the Utilities Department with the City of Oklahoma City and is under the direction of the Utilities Director. The position manages and directs the work of an engineering division. This includes responsibility for supervising the work activities of professional, technical, and clerical staff. The position is responsible for managing the capital improvement program, and for providing technical assistance to the water treatment, wastewater treatment, water distribution/wastewater collection, and Tinker AFB divisions. This employee will represent the department on various boards and committees and in meetings with outside agencies. Job duties require the use of previously acquired technical knowledge and skills.

Essential job functions include: developing divisional goals and objectives; managing, directing and overseeing all utilities engineering capital projects; participating in and overseeing the development of plans and specifications for utilities engineering projects; ensuring that engineering projects comply with plans and specifications; providing technical expertise to solve complex engineering problems; overseeing private development reviews to ensure compliance with City standards; and serving as a technical engineering advisor concerning utilities issues on behalf of the department, various boards and commissions, and the City Council.

The employee provides technical expertise to intermediate supervisors in diverse work units, assigning projects or functions and improving methods and procedures. The employee selects, writes, negotiates, and implements engineering and construction contracts, and prioritizes capital funds to ensure overall objectives are met. In addition, the employee is responsible for directing technical assistance and capital improvements related to the Tinker AFB water and sewer contract.

The employee has frequent contact with City officials, departmental engineering staff, engineering consultants, architects, contractors, developers, and the public to exchange administrative and technical information on utilities engineering matters. Work is reviewed periodically through staff reports, conferences, and visual observations by the Director of Utilities for adherence to contracts, rules, law, regulations, policies, directives, and instructions.





Job Requirements

- Knowledge of and skill in applying administrative and managerial concepts and principles.
- Knowledge of and skill in interpreting or explaining the rules, laws, and regulations governing the field of civil engineering.
- Skill in supervising the planning, development, and construction of utilities engineering projects.
- Experience applying local, state, and federal regulations governing water and wastewater systems operations and maintenance.
- Experience applying managerial principles to evaluate and improve operations, streamline processes, and develop programs.
- Experience establishing and maintaining effective working relationships with key stakeholders such as government officials, engineers, contractors, staff, and citizens.
- Skill in responding to complex, technical engineering questions and problems.
- Skill in supervising the work of professional, technical, administrative, and clerical staff.
- Skill in verbal and written communication.
- Skill in ensuring that engineering projects and plans comply with all applicable guidelines and regulations.
- Ability to develop long-range plans and evaluate work accomplishments.
- Ability and willingness to establish and maintain effective working relationships.
- Ability to travel.

THE IDEAL CANDIDATE

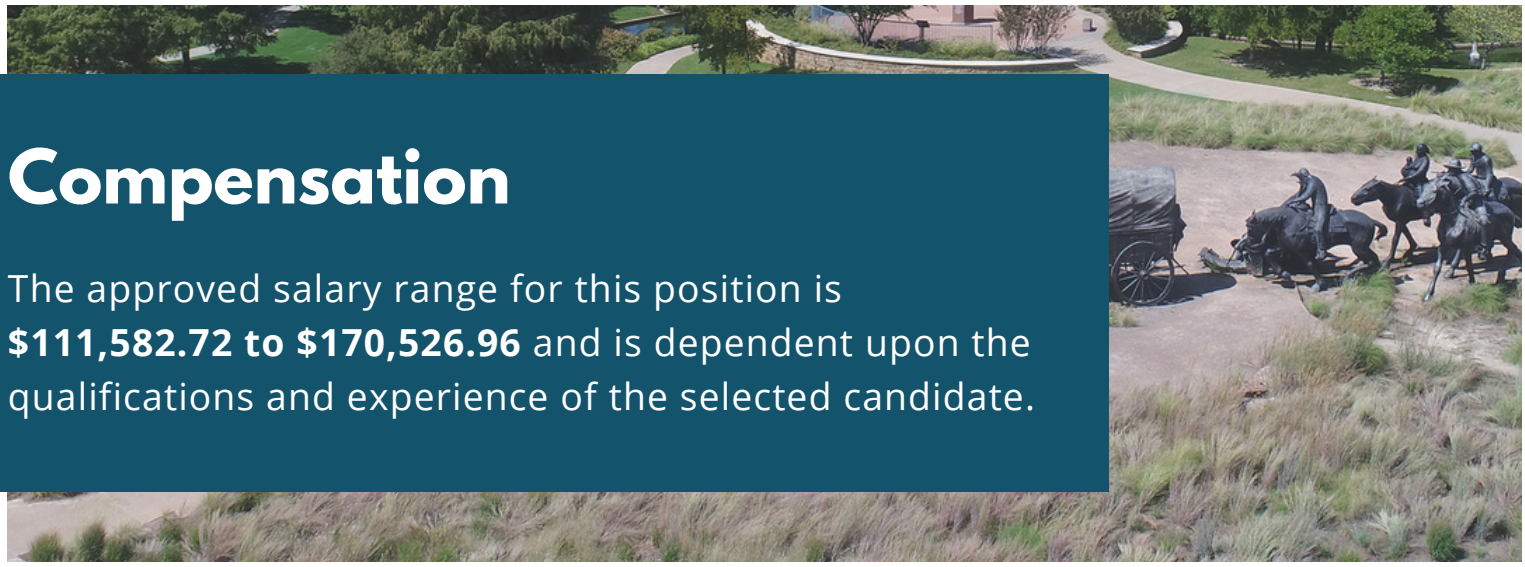
- Willingness to assume responsibility for work performed within the division.
- Minimum of ten years' experience with water and wastewater system engineering practices and principles.
- Bachelor of Science in Civil Engineering.
- Possession of a Professional Engineer's License (Oklahoma).

Working Conditions

- Primarily inside, outside occasionally, exposed to heat, cold, humidity, rain, etc.
- Local travel occasionally to conduct engineering field inspections.
- Out-of-town travel occasionally to attend meetings, conferences, seminars, etc.
- May be exposed to intermittent or continued loud and incessant noises from machinery and construction equipment.
- May be exposed to large amounts of dust or other irritants.

Physical Requirements

- Near vision enough to read standard office correspondence, including the fine print found in specification books and on reduced copies of maps, plans, etc.
- Hearing enough to identify factors such as the location of vehicles and equipment or when equipment is malfunctioning.
- Manual and finger dexterity enough to operate standard office equipment and to produce hand-written and electronically generated correspondence.
- Speech and hearing enough to communicate in-person and by telephone, two-way radio, etc.



Compensation

The approved salary range for this position is **$111,582.72 to $170,526.96** and is dependent upon the qualifications and experience of the selected candidate.

Evaluation Criteria

Difficulty
This classification manages and directs the work of a department's engineering staff and completes special projects as assigned by the Utilities Director. The position frequently establishes, interprets, and recommends policies that may impact both department and City-wide operations. Recommendations, decisions, and commitments made often involve large expenditures of manpower, funds, and materials and have a significant impact on departmental policies and City or community development. Program planning requires a broad professional and technical background and experience in the general field of public works engineering. The variables encountered are both abstract and concrete.

Interpersonal Relations
The employee has frequent contact with City officials, engineering staff, consultants, architects, contractors, developers, and the public to exchange administrative and technical information concerning engineering matters. This classification regularly acts as an advisor on substantive programs at the division and department level and serves frequently as a member of various boards and committees.



Supervision Given and Received
This classification supervises the work of a division consisting of administrative, professional, technical, and clerical staff by providing technical expertise; coordinating work; assigning projects or functions; and improving methods and procedures. The employee works primarily independently and with minimal supervision. Results desired are indicated in general terms of the end products to be achieved. Meetings and conferences are held with the Department Head to resolve problems of coordination with other programs and to clarify policies or objectives. Work products are evaluated as to the attainment of program goals, adherence to regulations and policies, and effectiveness of decisions made.

Other Duties and Responsibilities
This is a summary of the duties and responsibilities commonly found within this classification. It is not meant to be all-inclusive; thus, other related activities or tasks may be assigned.

This position offers a take home vehicle!



Total Rewards

Our competitive benefits package includes:

- Flexible schedules with some telework
- 96 hours of vacation leave a year
- 130 hours of sick leave a year
- 11 regular holidays a year
- Employer paid parking or EMBARK bus pass for eligible employees working at the downtown campus
- Retirement plan
- Credit union with full banking services
- Employee medical center for employee and covered dependents
- Tuition reimbursement
- Employee assistance program
- Life, health, dental and vision insurance options
- Disability plan

How to Apply

APPLY HERE

To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (who will not be contacted without prior notice) by **Friday, July 31, 2023**.



Resume should reflect years and months of employment, beginning/ ending dates, as well as size of staff and budgets you have managed.

For more information and to submit your materials, visit: https://www.cpshr.us/recruitment/2218

For any questions please contact: **Kylie Wilson**, Senior Executive Recruiter at **kwilson@cpshr.us**.

CPS HR CONSULTING

Work for OKC

An Equal Opportunity Employer

The City of Oklahoma City is an equal opportunity employer and values diversity and inclusion.

The City of Oklahoma City will not discriminate against any applicant or employee because of race, color, creed, national origin, ethnicity, religion, sex (to include sexual orientation and gender identity and/or expression), age, genetic information, disability or political affiliation.

If you require reasonable accommodation at any time during the hiring process, please notify one of the Human Resources Department Representatives by calling 405-297-2530.