



CLEVELAND UTILITIES AUTHORITY

Engineer I

Cleveland Utilities Authority, a municipal utility providing electric, water, wastewater and fiber services to the Cleveland, Tennessee/Bradley County area is seeking an Engineer I. This position will be responsible for performing responsible, professional and minor administrative work in maintaining and expanding a water distribution system and sewage collection system.

ESSENTIAL FUNCTIONS:

- Ability to develop and implement plans, designs, and cost estimates for the construction of water and sewer mains, booster pumps, lift stations, and other capital projects.
- Managing multi-discipline projects consisting of water/wastewater treatment and distribution/collection capital projects from planning through design and construction.
- Ability to read, understand and review construction drawings and subdivision plans, standards, and specifications.
- Preparing construction plans for water and wastewater facilities.
- Reviewing plans, plats, calculations, specifications, surveys, reports, etc.
- Preparing easements, permits, reports, agreements, specifications, bid documents and the negotiation of easements.
- Assisting in the development of operating budgets to monitor and maintain costs.
- Ability to perform work accurately, detail oriented, thoroughly, and in a timely manner.
- Monitoring construction work, the ability to make field modifications as required, and approving payments.
- Performing administrative matters including correspondence and maintenance of files and records.
- Interacting with customers, developers, government agencies, and boards.
- Surveying.
- Performing other duties as assigned/required to support programs, initiatives and other departments as assigned by the manager of engineering.

PERSONAL REQUIREMENTS:

- Bachelor of Science Degree (four-year accredited college/university) Required: Field of Study, Civil Engineering or Environmental Engineering. Resumes will be accepted from any applicant completing their degree in May 2025.
- Ability to utilize AutoCAD, MicroStation, or other computer-aided drafting software.
- Proficient use of Microsoft Office and Professional.
- Effective leader, technical, communicator, problem solver, decision maker, time manager, and interpersonal skills.
- A valid Class "D" Tennessee Driver's License.
- Available to work after hours when needed and perform call duty.

Qualified applicants should submit a resume by Friday, May 2, 2025, to:

**CLEVELAND UTILITIES AUTHORITY
ATTN: HUMAN RESOURCES
POST OFFICE BOX 2730
CLEVELAND, TN 37320**
Or email to jobs@clevelandutilities.com

AN EQUAL OPPORTUNITY EMPLOYER