



# ANTELOPE VALLEY - EAST KERN WATER AGENCY ENGINEERING MANAGER

*Recruitment Services Provided by Ralph Andersen & Associates*



## CAREER OPPORTUNITY

*This is an exciting career opportunity for a forward-thinking and energetic professional to join the Antelope Valley-East Kern Water Agency (AVEK) team. This position has dual reporting to both the General Manager/Chief Engineer (GM) and Assistant General Manager (AGM) and is responsible for engineering operations and related functions at AVEK. On an ongoing and day-to-day basis, oversight and direction will be received primarily from the AGM. To be considered, top candidates will need to be strong communicators, well versed in project management, water quality and operations, and able to achieve success in an environment that values innovative solutions, timeliness, and transparency in support of the overall mission of the Agency.*

*This position is available as the Leadership of AVEK has made a strategic decision to bring various project management/engineering functions in-house vs. continuing to contract out for services. This will be a period of transition for AVEK and will require a professional that is confident and self-motivated to join a mature organization with high expectations and equally strong demands on project deliverables and operations.*

## AGENCY OVERVIEW

The Antelope Valley-East Kern Water Agency (AVEK) imports, develops, and delivers high quality water to customers in the Antelope Valley. AVEK encompasses nearly 2,400 square miles in the Mojave Desert area of Southern California, located in northern Los Angeles and eastern Kern Counties, including a small portion of Ventura County. AVEK has the third largest water allocation of 29 State Water Project water agencies in California – only the Metropolitan Water District and the Kern County Water Agency are larger.

Because groundwater resources were severely over drafted, AVEK contracted for a supplemental supply of municipal and industrial water (144,800 acre-feet) from the California State Water Project, California Aqueduct. The municipal, industrial, and agricultural water customers currently use between 40,000 to 75,000 acre-feet per year. Municipal and industrial

water is provided by four potable water treatment plants with capacities that range from 4 to 90 mgd. In addition, AVEK owns and operates two groundwater banking locations and is planning for expansion. Current treatment facilities include:

- Quartz Hill Water Treatment Plant (90 mgd)
- Rosamond Water Treatment Plant (14 mgd)
- Eastside Water Treatment Plant (10 mgd)
- Action Water Treatment Plant (4 mgd)
- Westside Water Bank (Groundwater Recharge and Recovery Facility)
- Eastside Water Bank/Blending Facility (Groundwater Recharge and Recovery Facility)

# THE AVEK ORGANIZATION

A seven-member elected Board of Directors governs AVEK, which consists of seven divisions each represented by a Director. Directors are elected to four year staggered terms by voters in the division in which they live. AVEK has 45 full-time employees with an annual budget of approximately \$55 million.

## THE POSITION

AVEK's Engineering Manager position is an at-will position reporting to the General Manager/Chief Engineer and Assistant General Manager. Under direction of the General Manager or Assistant General Manager, the Engineering Manager is responsible to plan, coordinate, manage, and direct the engineering operations and functions of the Agency. The Engineering Manager is also responsible for the implementation of the Board's related policies and programs. Additionally, the Engineering Manager coordinates all capital and maintenance projects and handles communication with any project consultants and contractors.

Key responsibilities of the Engineering Manager include:

- Plan, coordinate, and manage the engineering operations of the Agency;
- Coordinate the progress, inspection, and proper completion of construction projects;
- Oversee the development and administration of project-related contracts;
- Direct and review the work of professional consultants and technical engineering staff;
- Oversee the development and maintenance of the GIS and asset record drawings;
- Provide staff assistance to the General Manager/Chief Engineer, Assistant General Manager, and the Board of Directors; prepare and present staff reports, and other necessary correspondence;
- Attend Board and Committee meetings, as assigned by the Assistant General Manager;
- Regularly update the Assistant General Manager regarding areas of responsibility;
- Respond to public inquiries regarding the Agency;
- Provide plan checking and oversee the development of engineering plans and specifications and make suggestions regarding the planning of new facilities;
- Oversee the coordination of Agency projects with professional engineering consultants, including the approval of plans and specifications developed by consultants;

- Oversee the preparation of operation and training manuals;
- Represent the Agency by attending and participating in meetings with State, Federal, and local agencies; and
- Oversee the planning, coordination, and management of the Agency's Information Technology and SCADA systems.

## THE IDEAL CANDIDATE

AVEK Leadership is eager to engage an Engineering Manager with a solid career history that demonstrates a proven track record of strong analytical and critical thinking skills and experience. Importantly, experience may have been gained through either public sector employment or working in private industry in a related position. Additionally, the selected candidate will be an effective communicator and able to work collaboratively throughout the organization. He/She will also possess a diplomatic demeanor complemented by strong administrative and interpersonal skills.

This top candidate will also have an appreciation of emerging technology and be aware of best practices in the utility industry. Additionally, this ideal candidate will also have strong organizational and management skills and the ability to meet deadlines and expected project deliverables.

The Engineering Manager will also be a skilled manager in dealing with the financial aspects of managing projects and resources. This ideal candidate will also be able to quickly assess complex situations and map out creative solutions, keeping both the General Manager and Assistant General Manager fully apprised of important situations.

Additionally, the Engineering Manager will possess the following knowledge, skills, and abilities:

### KNOWLEDGE OF:

- Civil and hydraulic engineering principles and practices;
- Computer principles related to engineering division;
- Groundwater recharge and storage;
- Well design, operation, and maintenance;
- Methods of water system planning, design, construction, and maintenance;
- Water Treatment Plant design, processes, and operation;
- Practices of feasibility studies and cost estimating;
- Principles and practices of project management;
- Methods of budget management;
- Contract and construction management principles;

*For more information pertaining to the Antelope Valley-East Kern Water Agency, please visit AVEK's website at [www.avek.org](http://www.avek.org)*

- Water banking projects and practices, including design and construction of related facilities (recharge ponds, groundwater wells, chlorination facilities, etc.); and
- Applicable federal, state, and local laws, regulations, and guidelines.

## SKILLS TO:

- Perform complex analyses, computations, and recommendations to the Chief Engineer;
- Effectively use the Microsoft suite of products, with emphasis on Word, Excel, and Outlook;
- Prepare plans and specifications; and
- Use surveying equipment, plotters, and general tools.

## ABILITY TO:

- Analyze bids for construction, design, and project engineering, and make appropriate recommendations;
- Work independently and identify and resolve potential problems;
- Develop and implement long-range capital improvement plans;
- Utilize systems and software related to engineering analysis and functions;
- Establish and maintain effective working relationships; and
- Communicate clearly and concisely, both orally and in writing.

## QUALIFYING EXPERIENCE AND EDUCATION

**Experience** – A minimum of four years of professional water industry experience in water treatment, water quality, or water system design.

**Education** – A Bachelor’s degree in Civil Engineering or related field is preferred, but not required.

**Certification/License** – Licensure as a Professional Engineer in the State of California is preferred, but not required.

In an effort to find the best leadership for AVEK, the General Manager will give full consideration to qualified individuals that have the right combination of skills, work experience, education, credentials, and attributes that would best serve AVEK.



## COMPENSATION AND BENEFITS

The annual salary range for this at-will position will be \$119,290 to \$153,368. Placement within the range will be dependent on qualifications and overall career history.

An excellent benefit package is offered including:

- Fully paid Medical, Dental, and Vision for employee and family;
- Defined Contribution Plan (401k Plan with 10% employer contribution), **AVEK is a non-PERS Agency**;
- Vacation;
- Administrative Leave (80 hours per year)
- Sick Time (pay-out up to 960 hours);
- Holidays (all floating); and
- Life Insurance.

## TO BE CONSIDERED

Interested candidates should **apply no later than Monday, November 19, 2018** by submitting a comprehensive resume and cover letter to [apply@ralphandersen.com](mailto:apply@ralphandersen.com).

This is a confidential recruitment; references will not be contacted until mutual interest has been established. Confidential inquiries welcomed to Heather Renschler at (916) 630-4900. Interviews with the General Manager and Assistant General Manager will be with top contenders. The selected Engineering Manager will be expected to join the AVEK organization as soon as possible or at a mutually agreeable date.

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**Antelope Valley-East Kern Water Agency  
is an Equal Opportunity Employer**