

Internal Transfer Opportunity			
JOB TITLE	Graduate Civil or Environmental Engineer, Civil or Environmental Engineer 1, Civil or Environmental Engineer 2, Civil or Environmental Engineering Specialist		
CLASS CODE	3B04, 3B60, 3B05, 3B61, 3B06, 3B62, 3B74	PREPARED BY	PWD HR
DATE LISTED		CLOSING DATE	Until filled by transfer or appointment
JOB LOCATION	Jefferson Tower, 1101Market Street, 4 th Floor	Number of Positions	1
DIVISION/UNIT	Planning & Environmental Services Division, GSI Implementation Unit	REPORTS TO	Ashley Mathias
GROUP	GSI Unit Program Support		
POSITION DETAILS			
UNIT OVERVIEW	<p>The mission of the GSI Unit is to effectively develop and grow an integrated infrastructure resilience program to ensure ongoing regulatory compliance by pursuing the longstanding goals to:</p> <ul style="list-style-type: none"> • Advance the ability of the Department to design and build GSI and Ecological Restoration projects to keep pace with the increasing rates required to maintain compliance. • Develop construction documents for GSI and ecological restoration projects, developing resources and standards for GSI and ecological restoration, and providing technical support to Planning and Construction. • Restore waterways within Philadelphia through stream restoration, wetland creation/enhancement, riparian asset protection, and stormwater management projects. • Pursue opportunities to reduce the lifetime cost of green stormwater infrastructure. • Create effective processes for collaboration both internally and externally to facilitate the most complete projects. • Recognize our staff as one of our most valuable assets and support their growth and development as civil servants. 		
GROUP OVERVIEW	<p>The available position is with the Engineering Support team in the GSI Unit Program Support group. The mission of GSI Program Support is to facilitate implementation of public GSI and Ecological Restoration projects through procedural and technical support to Project Managers in the GSI Design and Ecological Restoration Design groups, who are primarily focused on individual project management.</p>		
POSITION OVERVIEW	<p>The candidate selected for this position will assist civil and environmental engineers and landscape designers to design public GSI and Environmental Restoration projects. The team's primary responsibilities are resource development, facilitating a "feedback loop" from Construction, Maintenance, and Monitoring groups to improve Design, procurement and contract management, data management and analysis, research and innovation, and management of individual GSI Design Projects. This position will report to the Engineering Support Team Lead (Engineering Supervisor 1).</p>		
DUTIES AND RESPONSIBILITIES	<p>Tasks will be scaled based on the level of the employee. Tasks will increase in scope and complexity to develop the knowledge and abilities of the engineer. Employees will be given progressively more challenging assignments and are expected to build independence of judgment in planning work details and making engineering decisions. Employees at the Engineer 2 or Specialist Level may provide technical direction to lower-level engineers, interpretative and advisory services to engineering superiors, and may serve as project leaders on specific assignments. Tasks include, but are not limited to:</p> <ul style="list-style-type: none"> • Creating and making improvements to standard templates, procedures, specifications, and other resources used to streamline the design process. • Developing guidelines and standards used by PWD consultants in the design of GSI. These resources are available here: https://water.phila.gov/gsi/planning-design/resources/ • Researching and proposing solutions to technical problems as they arise. • Developing the GSI Unit's data tracking capabilities; managing and analyzing this data. • Attending meetings with and seeking information from Construction, Maintenance, and Monitoring groups on how systems function in the field to improve design. • Developing RFPs to procure professional services and managing consultant contracts. • Reviewing design projects for compliance with unit standards. • Managing the design of a GSI project – assigning work and reviewing plans and calculations prepared by design consultant. 		

	<p>Strong candidates for this position will possess these qualifications:</p> <ul style="list-style-type: none"> • Experience with environmental restoration and/or green stormwater infrastructure and low impact development stormwater management design and construction • Knowledge of hydrology and hydraulics • Excellent organization, documentation, and oral and written communication skills • Proficiency with AutoCAD and Microsoft Office software, particularly Microsoft Excel and Microsoft Access • Familiarity with computers, databases and computer network systems • Basic familiarity with project management and construction management principles <p>Experience in the above is preferred; training will be provided.</p>
DIRECT REPORTS Y/N	N

PWD employees interested in internal transfer opportunities must have permanent status in the title advertised above. If you are interested in being considered for this internal transfer opportunity please email your resume to Ashley Mathias, Engineering Support Supervisor, at Ashley.Mathias@phila.gov and Candi Jones, Assistant Deputy Commissioner at Candi.Jones@phila.gov.