



**Rockwood Water**  
People's Utility District

## **District Engineer**

### **Position Announcement**

Rockwood Water People's Utility District is currently recruiting qualified applicants for the position of District Engineer.

**Opening Date:** April 13, 2026

**Closing Date:** May 18, 2026

**Desired Starting Date:** July 2026

#### **ABOUT THE POSITION**

Under direct supervision of the General Manager (GM) the District Engineer performs advanced professional engineering and project management work in support of the District's water system infrastructure, capital improvement program, and development review activities.

Responsibilities include planning, design, and construction oversight of capital projects; reviewing development plans; administering contracts; and applying advanced engineering principles to complex infrastructure challenges.

#### **ABOUT THE DISTRICT**

Rockwood Water People's Utility District is a public utility initially incorporated in 1925 as the Rockwood Water District. Facing annexation by the cities of Gresham and Portland, and eventual dissolution, residents voted in 1990 to create a People's Utility District.

The District serves over 65,000 residents within an approximately 10 square mile area generally bordered by Division St. to the south, I-84 to the north, 242nd to the east and 135th to the west.

The District is within the cities of Portland, Gresham, and Fairview. Water for the District has historically been purchased through a wholesale contract with the City of Portland however it is transitioning to supply from the deep, protected Sand and Gravel Aquifer in the Cascade Basin Aquifers. The District, in partnership with the City of Gresham, has constructed groundwater supply and treatment infrastructure to fully supply all Rockwood and Gresham water beginning in 2026. The transition to the District owned and operated Cascade Groundwater supply system is currently underway.

District owned infrastructure includes 165 miles of pipe, 13,654 meters, 1,100 fire hydrants, and 2,500 valves. The District's and City of Gresham's groundwater supply infrastructure is currently nearing the end of construction and includes nine high production wells, three manganese removal water treatment plants, two reservoirs and two pump stations, with firm capacity to supply approximately 27 million gallons per day of treated groundwater. The District is also in the process of installing Automated Metering Infrastructure (AMI) and is in the second year of the five-year AMI program with 5,000 AMI meters successfully installed and reading to date.

The District is organized into four units: Business Operations & Customer Service; Operations, Maintenance, & Construction; Accounting; and Engineering. District staff operate and maintain the groundwater supply system for both Rockwood and the City of Gresham through an Intergovernmental agreement with the City of Gresham. District staff also operate and maintain the Rockwood water distribution system; design projects and perform construction management; read meters; bill for service and collect payments; develop budgets, set rates, and account for District finances; and provide service to District customers.

For more information about Rockwood Water PUD, visit <https://rwpud.org/>.

## **THE IDEAL CANDIDATE**

Rockwood is looking for a highly skilled engineer with strong project management capabilities. Proven experience in water utility infrastructure and/or public works, strong communication and collaboration skills, ability to manage complex capital projects and coordinate with stakeholders, ability to provide creative solutions to complex challenges and make effective and efficient decisions.

## **REQUIRED QUALIFICATIONS**

Applicants must demonstrate satisfaction with the following minimum qualifications to be considered as a candidate for this position:

- A bachelor's degree in engineering or a related field and
- Five years of professional engineering experience (some leadership preferred)
- Or A satisfactory combination of education, experience and training that demonstrates the knowledge, skills, and abilities needed to successfully perform the duties of the position.

In addition, this position requires the following licensure:

- A current Oregon Professional Engineer (PE) license, or ability to obtain Oregon licensure via comity, and
- A valid driver's license with acceptable driving record.

**Position Announcement: District Engineer**

April 13, 2026 - Page 3 of 4

**COMPENSATION AND BENEFITS**

Rockwood Water People's Utility District offers a generous compensation and benefits package. The anticipated hiring range for this position is \$142,236 to \$172,884 annually, depending on experience and qualifications of the successful candidate.

Benefits include:

- Group medical, dental, and vision coverage for employees and eligible dependents
- Employer-paid life and long-term disability insurance
- HRA VEBA
- Participation in the Oregon Public Employees Retirement System (PERS)
- Paid Time Off (PTO)
- Nine 10-hour paid holidays per year

The District operates on a 4-10's schedule, with office hours from 7:00 AM to 5:30 PM Monday through Thursday and closed on Fridays.

**APPLICATION PROCESS**

To be considered, applicants must submit a complete application packet including the following:

- Letter of introduction describing why you are interested in the position and how your education and experience satisfy the requirements of the position,
- Resume,
- Completed and signed application form including veteran's preference form

Application packets must be submitted by email or postal to:

Nyla Clark, Government Affairs Coordinator  
Attention: Rockwood PUD Engineer  
Rockwood Water PUD  
19601 NE Halsey  
Portland, Oregon 97230  
Email: [nclark@rwpud.org](mailto:nclark@rwpud.org)

## **APPLICATION DEADLINE**

Applications must be received by 4:00 PM (Pacific Time) May 18, 2026.

## **ADDITIONAL INFORMATION**

The application form, and position description are available at <https://rwpud.org/employment/>. Questions regarding this recruitment can be directed to Nyla Clark.

This notice is not an offer of employment. This position is designated as safety-sensitive due to its role in supporting and approving operational and safety-related systems that impact public infrastructure and service delivery. Final candidates must successfully complete a pre-employment drug screening and background check as a condition of employment..

**EQUAL EMPLOYMENT OPPORTUNITY:** Rockwood Water People's Utility District will consider all qualified applicants for appointment without regard to race, religion, color, national origin, sex, age, marital status, mental or physical disability, political affiliations, sexual orientation, or any other non-merit factor. **To ensure the broadest range of services to individuals with disabilities, Rockwood Water People's Utility District is prepared to make necessary arrangements. Please call at least two (2) working days in advance for services.**

## **JOB DESCRIPTION DISTRICT ENGINEER**

**FLSA CLASSIFICATION: Exempt**

**REPORTS TO: General Manager**

**REPRESENTATION: Non-Represented**

### **POSITION SUMMARY**

Under general direction of the General Manager, performs advanced professional project management, specialized engineering or developer/building plan reviews; serves as a project engineer on difficult, complex projects; applies advanced engineering knowledge to the solution of design, operation, maintenance, improvement and construction of District's infrastructure and private development; may seal engineering plans; supervises and provides oversight of the District's Associate Engineer, and performs related duties as assigned.

### **DUTIES AND RESPONSIBILITIES/EXAMPLES OF WORK**

1. Performs engineering planning for major capital construction and/or maintenance programs; research and plans system and facilities requirements; researches District records and historical design data; outlines requirements and coordinates activities for surveying and drafting to develop contract documents; secures needed project permits or assists in their acquisition.
2. Designs, reviews and prepares engineering plans and related documents; prepares sketches of plan layouts and diagrams; selects standard details and equipment; prepares specifications; assembles bid packages; reviews and approves non-standard building permit plans; undertakes modeling and data management efforts; analyzes and performs advanced and complex engineering calculations.
3. Serves as project engineer and performs project management for various engineering and construction projects; establishes design criteria and progress schedules; serves as liaison between District, contractors, consultants and utilities or other agencies; develops cost estimates and monitors project costs and progress; reviews and approves invoices for progress payments; arranges, facilitates and attends pre-design and pre-construction meetings; reviews and approves material and equipment submittals; makes field design changes and recommends and negotiates change orders; prepares project budgets; prepares closing documents to be submitted to the General Manager and official files; prepares, reviews and approves work orders; develops and analyzes project alternatives; monitors completed projects in case of needed warranty repairs.
4. Reviews and monitors work by outside consultants and administers consultant contracts; prepares standard operating procedures and requests for proposals; evaluates and rates proposals; negotiates scope of work and contract terms; evaluates project schedules; authorizes payments; prepares contract documents for bidding, including cost estimates and project schedules; advertises for and evaluates project bids; reviews consultant designs, plans and specifications to verify conformance with District requirements.
5. Reviews developer plans for conformance with District standards and service rules; responds to developer inquiries regarding requirements for development; monitors and reviews progress of developer projects.
6. Oversees and guides work in progress, including monitoring and conducting regular and emergency field investigations and inspections, to ensure compliance with approved plans,

- specifications, and standards; analyzes data and results of instrument readings; prepares inspection reports.
7. Compiles and maintains project records, documents and databases (including intersection details and maps); maintains work order logs and ensures documents are updated to reflect changes; develops and designs databases for project data.
  8. Investigates customer requests and complaints and explains findings to customers; prepares notarized letters answering requests for legal purposes; testifies in court as needed; assists applicants with District policy interpretations and resolution of conflict.
  9. Prepares and delivers presentations of technical data and results to the Board and other interested parties; keeps up to date on current technology through reading professional literature, attending conferences and training sessions.
  10. Attends public meetings to present project plans; reviews and analyzes construction projects planned by other agencies for potential impact on District operations; confers with personnel from other agencies regarding current and proposed construction projects.
  11. Prepares the District's proposed Capital Improvement Program and Engineering Department budgets.
  12. Prepares a variety of special engineering studies, correspondence, records, files and reports.
  13. Assembles stakeholder groups, conducts meetings, and develops consensus; attends a variety of meetings to determine citizen concerns, discuss potential solutions and limitations, identify course of action and initiate solutions.
  14. Provides supervision and direction of Associate Engineer including making work assignments, quality assurance review of draft deliverables, and application of District personnel policies.
  15. Serves as member of the District's senior management team including coordination of District assignments and resources, participation in District strategic planning, and development and application of District policies and procedures.

## **MINIMUM QUALIFICATIONS**

### **EXPERIENCE, EDUCATION, AND TRAINING**

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from a four-year college or university with a degree in engineering or a related field; and at least five years of responsible, professional engineering experience, preferably with a public water agency as an employee or contractor/consultant ; or a satisfactory combination of training, education, and experience that demonstrates the knowledge, skills, and abilities needed to successfully perform the duties of the position.

### **CERTIFICATIONS AND LICENSES**

- A current Oregon Professional Engineer (PE) license or ability to obtain Oregon PE licensure via comity, and
- Valid driver's license with acceptable driving record.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of theory, principles and practices of civil engineering design and project management.
- Knowledge of principles of physics and mathematics applicable to engineering.
- Knowledge of Asset Management principles and practices.

- Knowledge of principles and practices of contract administration and project management and evaluation.
- Knowledge of principles, modern techniques and equipment used in design, construction and maintenance of various public works projects.
- Knowledge of strength, properties and uses of construction materials.
- Knowledge of legal guidelines for public works engineering.
- Knowledge of public relations.
- Knowledge of computer applications pertaining to the work.
- Knowledge of administrative principles and methods including goal setting, program/project development, cost estimating, performance management, planning and scheduling, problem solving, conflict resolution and communications.
- Knowledge of codes, regulations, and guidelines pertaining to the work.
- Skill in communicating with Boards, employees, customers, and members of the public, including effective written, verbal and listening skills.
- Skill in use of computer applications including Microsoft Office suite, virtual meeting software, and financial management software.
- Skill in use of specialized engineering software.
- Ability to review, prepare or direct the preparation of complex plans, specifications and legal contracts.
- Ability in how to prepare and evaluate engineering studies of large projects.
- Ability to perform difficult technical research and analyze complex engineering and mathematical problems, evaluating alternatives and recommending or adopting effective courses of action.
- Ability in how to perform accurate engineering calculations and cost estimates.
- Ability to exercise independent judgment and initiative within general policy guidelines.
- Ability in how to plan and manage difficult engineering-related projects.
- Ability to communicate scientific and technical matters to non-technical individuals, including policy makers.
- Ability to interact effectively, engage in problem solving, and partner with citizens, community groups and contractors.
- Ability to communicate effectively, orally and in writing.
- Ability to prepare clear, concise, and accurate reports, drawings, maps, notes, correspondence and other written materials.
- Ability to establish and maintain effective working relationships with those encountered in the course of the work.
- Ability to prepare, administer and monitor a budget.

### **WORKING CONDITIONS & PHYSICAL AND MENTAL DEMANDS**

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depend, in part, on the specific requirements for the job, the limitations related to disability and the ability of the District to accommodate the limitation. Safety-Sensitive Designation, The District Engineer position is designated as safety-sensitive due to its responsibility for the design, evaluation, and approval of systems and infrastructure that include high-consequence decisions directly impacting public health, safety, and the reliability of District operations. Employees in this position must successfully complete a pre-employment drug screening and may be subject to reasonable suspicion drug and alcohol testing

This position typically requires:

- Regular and reliable attendance on-site is required; this is not a remote work position.
- Attendance at on-site and offsite events, community events, conferences and board meetings is occasionally required outside of normal business hours and on weekends.
- Daily verbal communications both in person and on the telephone.
- Operate, read and focus on a personal computer, telephone and other related equipment.
- Respond to work, without advanced notice, in times of adverse weather, natural disaster, emergency or other unusual events.
- Prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, negotiating stairs and stooping in the performance of daily activities.
- Manual dexterity and coordination are required less than 50 percent of the work period while operating equipment such as computer keyboard, calculator, motorized vehicle, and standard office equipment.
- Ability to read written reports and work-related documents.
- The need to move items weighing up to 15 pounds on a regular basis and may infrequently require moving materials weighing up to 40 pounds.
- Usual office working conditions. The noise level in the work area is typical of most office environments with telephones, personal interruptions, and background noises.
- Occasional travel using a company or personal vehicle or public transportation.

**SUPERVISION RECEIVED**

Works directly with and under the general supervision of the General Manager who reviews work for accuracy and conformance to established policies and procedures.

**SUPERVISION EXERCISED**

Direct supervision of subordinate staff and as directed by General Manager. Candidate will be privy to and hold confidential information and will participate in management meetings regarding District policies and procedures.

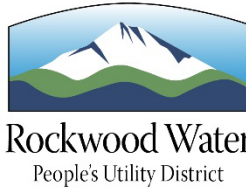
**Employee Acknowledgement**

I have read, understand and agree to the job duties, responsibilities, and qualifications listed in this job description as a condition of employment with Rockwood PUD. I understand that I must maintain currency of all certifications and licenses including state mandated continuing education and training requirements and related cost as a condition of continuing employment.

Employee Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date Signed: \_\_\_\_\_



## Employment Application

Rockwood Water People's Utility District provides equal employment opportunities to all qualified employees and applicants, without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, veteran's status, or any other status protected by applicable federal, Oregon, or local law. No application will be rejected because of a disability that, with reasonable accommodation, does not prevent performance of the essential job duties.

**To claim veterans' preference in hiring, complete the Veteran's Preference Form and submit it with the required documentation at the time you submit this application.**

**IF HIRED, THIS APPLICATION WILL BECOME PART OF YOUR PERMANENT PERSONNEL FILE. PLEASE COMPLETE LEGIBLY.  
YOUR APPLICATION MAY NOT BE CONSIDERED IF INCOMPLETE OR SUBMITTED PAST AN ESTABLISHED DEADLINE.**

Position		
Position Applying For	Available Start Date	Today's date

Personal Information			
Name			
Address	City	State	Zip
Phone Number	Mobile Number	Email Address	
Are you able, at the time of employment, to submit verification of your legal right to work in the United States? <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> (Proof of identity will be required upon employment)			

Education <span style="float: right;">List any colleges, military, trade, business, or other schools attended.</span>				
Do you have a high school diploma or GED Certificate? <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/>				
School Name	Location	Diploma/Degree	Major/Minor	Did you Graduate?

Certificates & Licenses <span style="float: right;">List professional license, registration, or certificate required or preferred for position.</span>		
Type	Issuing Agency	Is It Current?



**Rockwood Water**  
People's Utility District

**This information in this section will be used to determine if you meet the minimum qualifications as outlined in the job announcement. Clearly describe all your duties, starting with your most recent job. Resumes will be accepted only if required on the job announcement and will not be accepted in place of a completed application. If you need additional space, attach a separate sheet.**

<b>Employer (1)</b>	Job Title		
Address	City	State	Zip
Supervisor Name	Phone Number	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
<b>Duties</b>			
<b>Employer (2)</b>	Job Title		
Address	City	State	Zip
Supervisor Name	Phone Number	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
<b>Duties</b>			
<b>Employer (3)</b>	Job Title		
Address	City	State	Zip
Supervisor Name	Phone Number	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
<b>Duties</b>			
<b>Employer (4)</b>	Job Title		
Address	City	State	Zip
Supervisor Name	Phone Number	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
<b>Duties</b>			



**Rockwood Water**  
People's Utility District

## References

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Company: \_\_\_\_\_ Relationship to you: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Company: \_\_\_\_\_ Relationship to you: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Company: \_\_\_\_\_ Relationship to you: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Certification & Signature

I hereby certify that all statements made in this application are true, and I agree and understand that any statement that is false, fraudulent, or misleading in this application or attached material, during the interview or screening process, or discovered during any employment-related process (post hire) may result in the revoking of a job offer or termination of employment.

- I certify that all statements contained herein are true and complete.
- I understand that I must provide proof I am authorized to work in the United States, in accordance with federal law, if I am hired.
- I authorize the employing agency to verify the employment and education information provided in this employment application.
- I authorize my driving record to be checked if the position for which I am applying requires driving.
- I understand and agree to be subjected to a pre-employment drug screening and criminal history background check, if applicable.
- I understand that employment with Rockwood Water PUD is subject to a six-month probationary/orientation period.
- I am able to perform the essential duties of this position as advertised, with or without reasonable accommodation
- Applications are only good for 90 days and will be retained in accordance with Oregon records retention requirements.

- Yes
- No Explanation: \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



Rockwood Water  
People's Utility District

## **Veterans' Preference Form (ORS 408.230)**

Veterans who meet the minimum qualifications for a position open for recruitment may be eligible for preference in employment under Oregon law. **If you are a Qualified Veteran or Qualified Disabled Veteran and would like to be granted preference in the selection and hiring process for a specific posted job, please fill out this Veterans' Preference Form and provide proof of eligibility by submitting a copy of form DD-214 or 215 (copy 4).** This completed form and required supporting documentation must be submitted with your application for consideration for Veterans' Preference.

**Qualified Veteran Questions:** *Veterans' preference may be claimed if you check at least one of the boxes below and provide proof via form DD-214 or 215 as applicable (Copy 4).* **Pre-discharge applicants provide certification of expected honorable discharge within 120 days.**

### **ORS 408.225(f)**

- I served on active duty with the Armed Forces of the United States:
- For a period of more than 90 consecutive days beginning on or before January 31, 1955, and was discharged or released under honorable conditions
- For a period of more than 178 consecutive days beginning after January 31, 1955, and was discharged or released from active duty under honorable conditions
- For a period of 178 days or less and was discharged or released from active duty under honorable conditions because of a service due to a service-related disability
- For a period of 178 days or less and was discharged or released from active duty under honorable conditions and have a disability rating from the United States Department of Veterans Affairs
- For at least one day in a combat zone and was discharged or released from active duty under honorable conditions
- And received a combat or campaign ribbon or an expeditionary medal for service in the Armed Forces of the United States and was discharged or released from active duty under honorable conditions
- And am receiving a nonservice – connected pension from the United States Department of Veterans Affairs

**Qualified Disabled Veteran Questions:** *Additional preference may be claimed if you check at least one box below and provide proof of eligibility via a copy of DD214 or 15, Copy 4, and a public employment preference letter from the United States Department of Veteran's Affairs (letter may be requested by calling 800-827-1000)*

- I am entitled to disability compensation under laws administered by the United States Department of Veterans Affairs;  
or
- I was discharged or released from active duty for a disability incurred or aggravated in the line of duty; or
- I was awarded the Purple Heart for wounds received in combat.

I hereby claim Veterans' Preference, have attached proof of eligibility as directed and certify that the above information is true and correct. I understand that any false statements may be cause for my disqualification, or dismissal, regardless of when discovered.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Position Applied For:** \_\_\_\_\_