



Position Title: Civil Engineer (EIT)

Position Summary:

The Lehigh County Conservation District is hiring for a full-time **Civil Engineer – Engineer in Training (EIT)**, as a part of the District's Water Quality Program. To support the District's mission of protecting, conserving, and providing leadership for the sustainability of Lehigh County's natural resources, the Civil Engineer (EIT) will focus primarily on the review of NPDES permit submittals for compliance with Erosion and Sediment Control and Post-Construction Stormwater Management regulations. This position will be required to have familiarity with traditional and emerging relevant engineering practices and all applicable local, state, and federal regulations. Work may also include other duties related to the implementation of Chapter 102 Erosion and Sediment Control and the NPDES program. A position in this class reports directly to the Assistant District Manager.

Position Duties and Responsibilities:

- Conduct detailed engineering review, analysis, and preparation of reports and recommendations of Erosion and Sediment Control Plans that have been submitted to the District, for technical compliance with applicable federal, state, and local regulations
- Conduct completeness reviews to verify that necessary documents have been included in submission packages
- Implement the Pennsylvania DEP's Standard Operating Procedures for permit processing including utilization of review checklists, review letters, review timeframes and other procedures
- Prepare written technical review letters and incompleteness letters to applicants and their consultants identifying deficiencies in submitted engineered plans, reports, and calculations
- Provides technical assistance to professional and public audiences regarding the Chapter 102 and NPDES programs
- Participates in pre-application meetings with engineers, project owners, and cooperating agencies
- Attends training for technical subject matter
- Performs data entry, project tracking, and other record keeping as required
- Attends field meetings and site inspections as needed
- Provide technical support to other District staff

- May be assigned to work with other natural resource management programs as needed.
- Performs other related work as required.

Minimum Qualifications:

- Bachelor of Science degree in Civil Engineering or Environmental Engineering from an Accreditation Board for Engineering and Technology (ABET) college or university
- Passed the Pennsylvania's Engineer-In-Training (EIT) certification and have active license
- Experience with Erosion and Sediment Control Plans and Post Construction Stormwater Management plans is preferred but not required
- Any equivalent combination of acceptable training and experience which has provided the knowledge, skills, and abilities needed to complete job duties

Desired Skills, Knowledge, and Abilities:

- Knowledge of soil and water conservation issues.
- Knowledge of environmental rules and regulations commonly found at the federal, state and local levels related to land and water conservation.
- Ability to coordinate plans, activities and operations with those of federal, state and local agencies.
- Mathematical abilities including knowledge of algebra, geometry, and trigonometry.
- Ability to apply the principles and methods of the physical sciences to technical engineering problems.
- Ability to read and interpret technical literature, engineering plans and tables.
- Ability to communicate effectively, both orally and in writing, while maintaining a professional demeanor.
- Ability to traverse difficult terrain and active construction sites.
- Ability to work outdoors in a variety of seasons and weather conditions.
- Maintain a valid PA driver's license.

Compensation Overview:

The District's compensation plan includes medical, dental and life insurance policies, paid vacation, sick leave and employer contribution to retirement plans, as well as training and development programs.

Lehigh County Conservation District is an equal opportunity employer and does not discriminate based on race, color, religion, sex, gender identity/expression, sexual orientation, national origin, age, disability or belief.

Salary is commensurate with experience and ability.

This position is being posted simultaneously with the Resource Conservationist – Plan Reviewer posting to fill one position.

Interested candidates should submit cover letter, resume and salary requirements to Holly Kaplan at hkaplan@lehighconservation.org; the LCCD will be accepting applications until **July 5th, 2024**, or until the position is filled.