



## JOB POSTING

**JOB TITLE:** Water Systems Designer 1  
**REPORTS TO:** Water Systems Senior Engineer  
**SAFETY SENSITIVE:** Yes

**Date:** 7/22/2022

**BASIC FUNCTION:** Assist in the planning, design, drawing, surveying, and inspection of water and wastewater projects.

### REPRESENTATIVE RESPONSIBILITIES:

1. Review rough sketches, drawings, specifications, and other engineering data received from engineers.
2. Plot maps and charts showing profiles and cross-sections, indicating the relationship of topographical contours and elevations to underground pipelines, buildings, retaining walls, overhead power lines, and other structures.
3. Draft detailed drawings of structures and installations of water/wastewater systems distribution facilities.
4. Compile and log job site information to be used in the design of new water and wastewater systems using survey equipment appropriate to the task.
5. Assist construction contractor with the actual layout of new systems at the job site.
6. Inspect the construction and testing of new utility systems upon their completion.
7. Update maps of existing water and wastewater systems to include the newly completed systems.
8. Operate various office equipment and accompanying engineering software.

### APPLICANT REQUIREMENTS:

#### EDUCATION AND EXPERIENCE:

- High school or GED, plus specialized schooling and/or on-the-job education in a specific skill area; e.g. data processing, clerical/administrative, equipment operation, etc.
- 19 to 23 months of related experience and/or training, or equivalent combination of education and experience
- Working knowledge of Microsoft Office Suite, AutoCAD, Water / Wastewater Modeling software

#### REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Arkansas Wastewater Treatment Operator, Class IV license, or must obtain license within the term specified by management
- Arkansas Water Treatment and Distribution System Operator, Grade IV license, or must obtain license within the term specified by management.
- Must possess a valid Arkansas Driver's License and meet the requirements of the Conway Corporation's insurance provider

#### OTHER:

- Ability to plan and coordinate small to large projects independently
- Excellent interpersonal, verbal, and written skills
- Strong organizational skills and decision-making ability
- Must be able to work non-scheduled hours when directed
- Subject to being called out in case of an emergency or trouble

Qualified and eligible persons should complete an online application at

[www.conwaycorp.com/jobs](http://www.conwaycorp.com/jobs) by **Friday, August 5<sup>th</sup>, 2022**

**AN EEO/ADA EMPLOYER**