



City of Naperville
Employment Opportunity

Job Title:	Water Supply Project Manager (6502)
Closing Date:	Open until filled
Salary:	The full salary range for this position is \$64,621.37 - \$102,025.69/year commensurate with credentials and experience.
Job Type:	<input type="text"/>
Location:	<input type="text"/>
Department:	<input type="text"/>

Job Description:

The City of Naperville's Water Utility is currently seeking a Water Supply Project Manager to plan, execute, and finalize water supply projects according to an established project schedule with strict deadlines and within budget. This includes bid development, project planning, project inspections, and invoicing. The Water Supply Project Manager will also manage IEPA monthly reporting, site and camera security, and handle the City's digital card system(s) for the Water Utility.

Responsibilities:

- Prepares and reviews IEPA Water Supply reports.
- Responsible for water tank and reservoir rehabilitation and inspection programs.
- Site security work for all water sites.
- Bid, RFP, RFQ development and review for Water Supply.
- Assists the Deputy Director and Water Supply Supervisor on special projects.
- Operation and maintenance project planning and implementation of the water system.
- Capital Improvement project planning and implementation of the water system.
- Develops and supports systems and processes workflow documentation and procedural manuals, including user guides and training documentation.
- Develops data quality assurance procedures and works closely with department asset management users to define goals, projects, and establish business processes and is responsible for the continued improvement and utilization of the Cityworks asset management system.
- Manage Cell on other communication at all water supply sites.
- Performs all other duties as assigned.

Qualifications:

- A Bachelor's Degree in a related field (civil engineering, environmental science, etc.).
- Three years of experience leading/directing successful projects.
- Class "C" IEPA Water Certification.
- A valid State of Illinois Class D driver's license.
- Preferred candidates will possess Project Management Professional (PMP) certification.

Additional Information:

The City of Naperville, Illinois is a dynamic community of 149,000 residents, conveniently located 28 miles west of Chicago. Various publications have named Naperville as one of the best cities in the United States in which to live. The City has gained national recognition for our family-friendly environment, excellent schools and library system, low crime rate, and vibrant downtown area. It's also a great place to work! Our municipal government employs over 900 dedicated individuals in a wide range of job categories and provides a collaborative working environment, a forward-looking leadership team, and a competitive benefits package.

APPLY ON-LINE AT:

<http://www.naperville.il.us/careers/>

Applications should be completed thoroughly, and resumes will not be accepted in lieu of an application but should be attached to the application. Include all requested education, experience, attachments, and other information when applying. Incomplete applications are subject to rejection. Notifications to applicants will be sent electronically to the email address provided in the application.

THE CITY OF NAPERVILLE IS AN E. O. E.

[CLICK HERE](#) for the City of Naperville's EEOP Utilization Report

The City of Naperville complies with the Americans with Disabilities Act (ADA). Individuals needing accommodations in the recruitment process should notify Human Resources in advance at (630) 305-7066.

