

**DOYON UTILITIES, LLC – CORPORATE HEADQUARTERS
FAIRBANKS, AK**

TITLE: Utility Engineer

DEPARTMENT: Project Development

REPORTS TO: Engineering Manager

WAGE RANGE: DOE

POSITION OBJECTIVES:

The Utility Engineer is responsible for assisting in the capital program including providing professional and technical design preparation and reviews, project planning, hiring and management of consultants and the creation of project plans and proposals. This position performs professional engineering work in the planning of Doyon Utilities' capital project program. The position assists in the development of short and long term plans addressing the continued development, future expansions and rehabilitation of the utilities' water, sanitary sewer, steam, natural gas and electrical systems, assist in the preparation of responses to requests for proposals, and the annual update of the utilities' standards of construction.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Provide technical support and oversight of outside engineering or specialty firms providing studies or designs for Doyon Utilities.
- Determine methods and materials necessary to complete projects.
- Evaluate bids received by Doyon Utilities for completeness and address any issues such as items that may be omitted or incorrectly addressed by bidders.
- Work with the Environmental department to ensure that environmental components, such as permitting, are addressed in proposals and plans. In addition, ensure that the initial groundwork on such issues is started.
- Assist in the compilation of RFP responses.
- Assist in the planning and submittal of the 5-year capital plan.
- Other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Minimum of 4 years of engineering experience.
- Excellent analytical, oral and written communication skills.
- Strong computer skills and proficiency using the Microsoft Office Suite and internet applications.
- Experience in the utility industry is highly desired.
- Must be eligible to work on a military installation.
- Must have valid Alaska driver's license.

EDUCATION

- Bachelor's degree in Engineering; Mechanical Engineering degree is preferred.
- Professional Engineering license is highly desired.

CONDITIONS OF EMPLOYMENT

- Normal office conditions prevail.
- Incumbent must be physically capable of visiting construction sites, undeveloped areas and potential project locations on military installations in Alaska.

- The incumbent is subject to pre-hire and random drug testing in accordance with the published policy of DU.
- Must be eligible to work on a military installation in Alaska.
- Willingness and ability to travel to job sites within Alaska.
- Possess and maintain a valid State of Alaska driver's license throughout the period of employment.
- Able to carry items weighing up to 40 pounds.

HOURS OF WORK

Position requires a minimum of 40 hours per week (normal office hours are 8:00 am to 5:00 pm, Monday-Friday) with hours in excess of 40 per week as needed.

EMPLOYMENT CLASSIFICATION

Exempt/Full Time Permanent