



# CITY OF NEWPORT, RHODE ISLAND

## CAREER OPPORTUNITY

<b>Position Title:</b>	<b>INFRASTRUCTURE ASSET MANAGER</b>
<b>Posting Date:</b>	Monday, September 25, 2023
<b>Closing Date:</b>	Friday, October 13, 2023
<b>Department:</b>	Utilities
<b>Brief Job Description:</b> <i>(essential functions of the job)</i>	<ul style="list-style-type: none"><li>• Plans, organizes, and directs the operations of the Asset Management section. Oversees the development and implementation of an asset management program incorporating a comprehensive computerized work management system for the Department.</li><li>• Schedules and prioritizes work activities; makes necessary arrangements for technical resources, procedures, manuals, supplies, equipment, budget management, planning and oversight, and staffing.</li><li>• Provides training and technical guidance in asset management principles and decision-making processes; assists department leadership in business process documentation and improvement.</li><li>• Oversees and directs staff in coordinating, analyzing, documenting, tracking and reporting a wide variety of infrastructure condition assessments, including establishing data collection schedules, standards, and methods for use in supporting complex risk-based decisions using accepted asset management principles and practices.</li><li>• Assists in developing recommendations on prioritized strategic maintenance and capital project programs for City infrastructure using historical, current use, condition, replacement costs, maintenance costs, and other data consistent with asset management principles and best practices. Collaborate with Superintendents, Managers, and Supervisors of the Utilities Department.</li><li>• Oversee the maintenance activities of utility assets, including facilities, equipment, vehicles, and infrastructure for a complex utility.</li><li>• Ensure asset data and assessments are accurate, timely, and updated appropriately to enable decision-making and planning for maintenance and capital programs. Provide expertise and leadership in delivering a risk-based infrastructure asset management program consistent with the goals and objectives of the City.</li><li>• Coordinate the production of maps in the Cityworks and GIS environment for sewer, storm drain, water, and other facilities reflecting existing conditions, the projected decline of facilities, remaining life, and potential life extension utilizing established condition assessment software.</li><li>• Coordinate with Cityworks and GIS for updates of maps annually from ongoing inspections and ranking modifications.</li></ul>

<p><b>Minimum Entrance Qualifications:</b></p>	<ul style="list-style-type: none"> <li>• Bachelor's degree from an accredited college or university in Civil Engineering, Engineering Technology, Construction Technology, Data Analytics, Information Systems, Computer Science, GIS, Planning, or a related field or any equivalent combination of education, training, and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.</li> <li>• Five years of increasingly responsible experience in asset management and condition assessment of assets or related experience in computerized maintenance management systems, database management, and software tools, including GIS and GPS systems is strongly desired.</li> <li>• Extensive knowledge of principles, practices, terminology, and trends in Cityworks and GIS and other spatial data and related technology; expert knowledge of the various ESRI-based GIS products, including but not limited to ArcGIS, ArcView, ArcMap, ArcGIS Pro, ArcInfo, ArcEditor, ArcPad, and ArcGIS Serve.</li> <li>• Ability to work independently and to perform complex technical research and analysis, write reports, compile complex reports, and make recommendations.</li> <li>• Ability to analyze complex problems, evaluate alternatives, and make sound recommendations within established guidelines; ability to solve problems; interpret and apply federal, state, and local policies, laws, and regulations; and understand the organization, operation, and services of the City and of outside agencies as necessary to assume assigned responsibilities.</li> <li>• Proficient people skills; practical organization skills and proficient computer skills; clear and concise communication skills.</li> </ul>
<p><b>Pay and Hours Per Week</b> Executive Pay Grade: S08</p> <p>Min. Salary: \$35.19 hour Max. Salary: \$50.13 hour</p> <p><b>FULL BENEFIT PACKAGE OFFERED</b></p> <p>Hours per week: 40</p>	<p style="text-align: center;"><b>Submit resume and/or completed application to:</b></p> <p style="text-align: center;">Michael J. Coury, Director of Human Resources Department of Human Resources City Hall – 43 Broadway Newport, Rhode Island 02840</p>
<p style="text-align: center;"><b><i>An Equal Opportunity and Affirmative Action Employer</i></b></p> <p style="text-align: center;">APPLICATIONS ARE ACCEPTED DURING THE POSTING PERIOD INDICATED OR AS THE NEED EXISTS FOR THE POSITION CURRENTLY VACANT. APPLICATIONS ARE AVAILABLE IN THE HUMAN RESOURCES OFFICE AND ALSO ON THE INTERNET WHERE IT CAN BE DOWNLOADED AND PRINTED. THE CITY RESERVES THE RIGHT TO NOT CONSIDER APPLICATIONS THAT ARE RECEIVED UNSIGNED, INCOMPLETE, OR POST-MARKED AFTER THE CLOSING DATE.</p> <p style="text-align: center;"><b><i><a href="http://www.cityofnewport.com/jobs">www.cityofnewport.com/jobs</a></i></b></p> <p style="text-align: center;"><b><i>Tel: (401) 845-5444</i></b> <b><i>Fax (401) 845-9364</i></b></p>	