



Rhode Island Turnpike and Bridge Authority
P.O. Box 437 | Jamestown, Rhode Island 02835-0437

RITBA is accepting applications for the following position:

Asset Management Engineer
(Full-time Position w/ Employee Benefits Package)

POSITION DESCRIPTION

Under the direct supervision of Chief Engineer, lead the development, delivery, administration and updating of an Agency Level Enterprise Asset Management System. The Enterprise Asset Management System shall include:

- Inventory, condition tracking and maintenance management systems for assets including long span and complex bridge structures, buildings, roadways, landscaping, and utilities
- Agency Document, Procedure and Protocol management systems
- Systems developed will provide for and support asset condition tracking, maintenance and capital work planning, including tracking labor, equipment and material costs

MINIMUM JOB REQUIREMENTS

- BS in Civil Engineering or related field and/or commensurate demonstrated experience in lieu of formal qualifications
- Must be able to pass a background check
- Must be able to pass pre-employment drug or alcohol testing

REQUIRED LICENSE(S)

- Must possess and maintain a current, valid, driver's license

ESSENTIAL RESPONSIBILITIES

- Delivery of maintenance management systems and document/procedure/protocol management systems
- Producing data analysis reports using various systems
- Supporting all technical areas of the program as required
- Performing and/or supporting condition and compliance audits, maintenance of information and undertaking of detailed analysis

ESSENTIAL RESPONSIBILITIES (CONT.)

- Assisting with the development and implementation of service standards, service levels and maintenance standards
- Prepare reports and information for Chief Engineer, Director of Engineering, Executive Director, Board of Directors and for Public Relations Press Releases/Postings
- Any other tasks as required by Chief Engineer

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

The performance of the Asset Manager's tasks will include both office and field work including working within traffic control work areas and at heights. Additionally, the Asset Manager is required or preferred to meet the following:

- Proficient in the use of Excel, Word, and other software (including Asset Management Specialized) to support the development of complex database with reporting capabilities
- Demonstrated experience in the use of agency/corporate asset systems, financial systems and workflow management
- Competence in interpreting technical information and giving direction based on this
- Knowledge of asset management requirements
- Ability to read and understand standard financial reporting
- Understanding of project management principles and their application
- Ability to allocate available resources and prioritize work to meet schedule and budget constraints
- A commitment to internal and external customers demonstrated through the provision of timely, reliable and expert advice on matters within the area of responsibility
- Proven ability to build positive relationships and consult, negotiate and communicate with all levels of management and staff, government agencies, stakeholders and the community, both verbally and in writing

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

- Physical mobility required at times
- Occasionally work at considerable heights (including but not limited to 400 feet)

Application Procedure: Please submit a cover letter and resume to: Marianne Durgin, Executive Assistant to the Director, via email: mdurgin@ritba.org or submit by mail to: RITBA, PO Box 437, Jamestown, RI 02835 Attn: Marianne Durgin

The application period is open until the position is filled.

The Rhode Island Turnpike and Bridge Authority is an Affirmative Action/Equal Opportunity Employer.