

Capital Projects Manager

Department: Engineering / Operations

FLSA Status: Exempt

Position Summary

The Rapidan Service Authority (RSA) is seeking a Capital Projects Manager to lead our infrastructure modernization. This is an opportunity to move to the "owner's side" of the table. You will not be chasing billable hours or marketing for new clients. Instead, you will own the execution of RSA's Capital Improvement Plan, managing a portfolio of critical water and wastewater projects from conception to closeout.

We are looking for a technical leader who wants to build, manage, and solve complex problems in a stable, high-impact environment.

The Capital Projects Manager acts as the primary Owner's Representative for RSA. You are responsible for the management, administration, and technical review of the Authority's capital projects and development reviews. You will manage external engineering consultants, oversee construction contracts, and ensure that all infrastructure—whether built by RSA or private developers—meets our rigorous standards for reliability and operations.

Essential Duties & Responsibilities

1. Capital Project Execution

- **Manage the full lifecycle of capital projects:** The 2025-2035 CIP totals nearly \$100M and includes projects such as treatment plant expansions, pipeline replacements and extensions, pump station rehabilitation, control and monitoring systems, new maintenance facilities, and water storage.
- **Manage Consultants:** Direct external engineering firms. Review their scopes, enforce schedules, audit their invoices, and hold them accountable for design quality. *You are the gatekeeper of the RSA standard.*

- **Construction Management:** Oversee the bidding process and manage construction contracts. Serve as the primary decision-maker on field issues, change orders, and pay applications.
- **Coordinate with other RSA Departments** to ensure projects remain within budget (Note: Grant administration is handled by Finance; your focus is technical execution).

2. Development & Technical Review

- Review site plans and subdivision plats to ensure private development projects comply with RSA specifications.
- Protect RSA's interests by ensuring new infrastructure being dedicated to the Authority is built correctly and will not become a future maintenance burden.
- Determine system capacity availability for new connections.

3. Operational Support

- Bridge the gap between Engineering and Operations. Ensure that designs are practical, maintainable, and Operator friendly.
- Maintain accurate records, as-built drawings, and GIS data updates related to project closeouts.

Qualifications

Education & Experience:

- Bachelor's degree in Civil Engineering, Construction Management, Environmental Engineering, or a related field.
- Minimum of 5 years of progressively responsible experience in utility engineering, project management, or public works construction.
- Demonstrated experience managing budgets, schedules, and external contractors.

Licensure & Certifications:

- **Highly Preferred:** Registration as a Professional Engineer (PE) in the Commonwealth of Virginia (or ability to obtain via comity).

- **Accepted:** Candidates with strong Construction Management backgrounds or Project Management Professional (PMP) certification with significant utility experience will be competitively considered.
- Valid Virginia Driver's License required.

Key Competencies:

- **Contract Literacy:** Ability to read, interpret, and enforce engineering and construction contracts.
- **Field Command:** Comfortable working on active construction sites and speaking with authority to contractors and superintendents.
- **Tech Savvy:** Proficiency with CAD/GIS for review purposes and modern project management software.

Why Work for Rapidan Service Authority?

- **Impact:** Your work directly guarantees public health and environmental safety for our region.
- **Stability:** A stable role within a critical public utility, free from the "feast or famine" cycle of private consulting.
- **Autonomy:** You will have significant latitude to shape the delivery of our capital program.
- **Benefits:** RSA participates in the Virginia Retirement System and offers a comprehensive benefits package including health, vision, dental, and life insurance, generous leave time, and all Commonwealth of Virginia Holidays.