

Asset Management Specialist II

[Click here to be taken to Thurston County's career page to apply.](#)

The salary range for this position is \$5,959.00-\$7,926.00 monthly.

Thurston County Public Works is recruiting for an **Asset Management Specialist 2** to join our dynamic, energetic, and innovative team. The successful candidate will facilitate implementation of the Public Works Asset Management Program, primarily for the Solid Waste Division.

Essential functions may include, but are not limited to, the following:

- Organize and analyze GIS type data; perform complex calculations and create maps to support an operational division in the department.
- Interpret GIS data and information; make recommendations to decision makers to be used in resource allocation decisions to manage infrastructure assets.
- Work directly with operations teams to develop and document operational guidelines to support a job function and record information for future use.
- Provide high level technical expertise and guidance to operational staff and other department employees on policies, procedures, requirements, and methods related to asset management.
- Prepare plans and review routine data collection procedures for conformance to pre-established department standards, methods, and procedures.
- Conduct on-site inspections and assist/train operational staff with data collection equipment to gather data or to assure the quality of asset condition and inventory data related to infrastructure assets such as roads, traffic, stormwater, park & trails, water & sewer, or solid waste being collected by operational staff.
- Conduct configuration and system analysis on the Asset Management Information System (AMIS) and Geographic Information System (GIS) in alignment with established standards.

To view the full job classification, click here: [Asset Management Specialist 2](#)

Essential Personnel: This position is considered to be an essential worker and may be required to work during non-business hours or closures in order to meet operational requirements and needs.

WORKING CONDITIONS:

- Work Environment – Office setting is on the Tilley and Waste and Recovery Center (WARC) campuses. Some field work at the WARC Campus.
- Schedule - Monday – Friday, 8:00 a.m. – 5:00 p.m. Workload demands may occasionally require work outside the assigned work hours.
- Travel Requirements - Occasional travel may be required to attend meetings or trainings.
- Customer Interactions - Daily interactions via phone, in-person, and video with Thurston County staff and the public.

WHO WE ARE:

The [Thurston County Public Works Department](#), located in Olympia, Washington, is a national award-winning agency in delivering quality projects to our community. Our mission is to provide excellent public services in all areas of our business. We actively help our staff develop and grow professionally, we bring together resources across divisions to achieve organizational goals, we are always ready to respond to community needs, and we are an American Public Works Association accredited agency, consistently meeting industry best practices benchmarks.

Our Core Values:

- **Accountability** - We take responsibility for our actions and the resulting outcomes.
- **Customer Service** - We provide our customers with the highest level of service and quality.
- **Innovation** - We strive to continuously improve processes, performance, and results.
- **Safety** - We demonstrate an uncompromising commitment to safety.
- **Teamwork** - We work together toward achieving a common recognized end.

Mission - To provide excellent public services in all areas of our business.

Vision - The premier public works organization, accountable and transparent in all services we provide to our community.

Thurston County values the diversity of the people it hires and serves. Inclusion to us means fostering a workplace in which individual differences are recognized, appreciated, and responded to in ways that fully develop and utilize each person’s talents and strengths. We are dedicated to recruiting and developing a talented workforce from various cultures, lifestyles, backgrounds, and perspectives who are committed to our vision and core values. [Thurston County Racial Equity and Inclusion Webpage.](#)

Board of County Commissioners

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WHAT WE OFFER OUR EMPLOYEES:

- **Work-Life Balance:** We are committed to ensure that our staff experience the reward of public service, while also sustaining a routine that suits each individual's lifestyle.
- **Plan For Your Future:** As a member of our team, you will enjoy great employee benefits, including a retirement plan, pre-tax savings accounts, as well as comprehensive health care and dental/vision care for you and your family. Please visit [Thurston County Employee Benefit Plans](#) for more information.
- **Paid Leave:** Full-time regular employees earn paid vacation in addition to paid [holidays](#).
- **Robust Training Program:** Employees are encouraged to attend County paid training to help them further their career, learn new skill sets, and stay on top of emerging trends in our industry. We also encourage our staff to participate in professional organizations and attend conferences.
- **Flexible Work Schedules:** Some of the options that employees may take advantage of include alternative or compressed schedules and/or remote working.
- **Deferred Compensation:** The County offers 3 voluntary deferred compensation plans for employees who would like to set aside additional deferred tax dollars into a retirement savings plan.
- **Flexible Spending Account (FSA):** Employees can take advantage of Section 125 flexible spending accounts for out-of-pocket health care and daycare expenses with pre-tax dollars.
- **Public Service Loan Forgiveness:** This is a federal program that allows full-time public service employees who have made qualifying payments for certain loans, to get their student loans repaid. [Public Service Loan Forgiveness Program](#).

Why you'll love it here: Thurston County is located between Seattle and Portland in Western Washington's South Puget Sound Region. Perched in between the mountains and the ocean, the area boasts the perfect blend of year-round outdoor activities including boating, hiking, skiing, and more. The region is also home to the state capitol city of Olympia, known for its many restaurants, microbreweries, coffee shops, farmers markets, kids' activities, history, and art events. Discover more about life in Thurston County at [Experienceolympia.com](#).

Message to potential applicants: We understand that some potential applicants are less likely to apply for jobs unless they believe they meet every one of the functions or skills listed in a job description. We are most interested in finding the best candidate for the job, and we understand that may be someone who will learn some of these skills on the job. If you are interested in this position, and meet the minimum qualifications, we encourage you to go ahead and apply! Feel free to think about how you will bring your own set of skills to the role and tell us about the potential that you hold.

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QUALIFICATIONS:

- Bachelor's degree in mathematics, geography, business, finance, engineering, or related field. *Additional related experience may substitute for education requirements on a year-for-year basis.*
- Two (2) years of experience performing technical tasks related to infrastructure assets (roads, traffic, stormwater, park & trails, water & sewer, or solid waste, etc.)
- Ability to utilize a computer with related software to perform the essential functions of the position.
- Ability to lift and carry up to 50 pounds.
- Valid Washington State Driver's License or appropriate accommodation.

DESIRED SKILLS:

- Experience/knowledge of assets such as roads, parks, trails, stormwater, water & sewer utilities, traffic, etc. and how GIS is used with them.
- Ability to make field measurements with GIS instruments and complete calculations using computers or calculators.
- GIS knowledge and experience; Environmental Systems Research Institute (ESRI) product experience preferred.
- Ability to create and maintain clear and concise user documentation and training materials.
- Ability to collect and analyze technical information and to develop logical solutions or alternatives to problems.
- Ability to respectfully translate technical information to be easily understood by non-technical personnel.

OTHER RELATED RECRUITMENT INFORMATION:

Questions about this recruitment? Please contact **Curtis Dunn, Infrastructure Asset Manager**, curtis.dunn@co.thurston.wa.us or (360) 867-2067.

This position is:

- Represented by a Union
- Eligible for overtime under the Fair Labor Standards Act (FLSA)
- Eligible for benefits

Items required for consideration:

- Application
- Resume
- Letter of Interest
- Supplemental Questions

Learn more about Thurston County at: [Thurston County](#)

Please note: Information in this announcement is subject to change without notice at any time during the length of the job advertisement.

THURSTON COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

Thurston County is committed to provide equal opportunity to all persons seeking or having access to its employment, services and activities, which is free from restriction based on race, sex, marital status, color, creed or religion, national origin, age, sexual orientation, including gender expression or identity, pregnancy, status as an honorably discharged veteran or military status, genetic information, or the presence of any sensory, mental or physical disability, unless based upon bona fide occupational qualifications. Applicants with disabilities who need accommodation with the application or selection process should contact Thurston County's Human Resources, at (360) 786-5498. Those who are deaf, deaf-blind, hard of hearing or speech impaired may use the statewide relay system to reach Thurston County offices and departments to conduct their business telephonically. Relay users can simply dial 7-1-1 (or 1-800-833-6388) to connect with Washington Relay.

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