

The salary for this position is \$7,338.00 - \$9,652.00 monthly.

Thurston County Public Works is recruiting for an **Infrastructure Asset Manager** to join our dynamic, energetic, and innovative team. The successful candidate will lead the department's Asset Management program. We are seeking a proven professional with experience in managing infrastructure assets within a Public Works environment.

Responsibilities include the planning, development, implementation and maintenance of a comprehensive Public Works infrastructure Asset Management Program, to include review and recommendation of infrastructure assets to be managed. The ideal candidate has extensive and diversified knowledge of infrastructure asset management standards, principles, and practices.

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

- Creating and maintaining an Asset Inventory Hierarchy. Coordinating the development, documentation and maintenance of infrastructure asset inventories, conditions, rating methodologies, levels of service and performance measures, risk scoring criteria, maintenance strategies, repair/replacement models, financial forecasts and work plans associated with all asset classes.
- Providing asset management strategies and tools for strategic infrastructure and program decision-making using system specific Asset Management Plans.
- Establishing and promoting a culture of continuous improvement, building an effective asset risk mitigation program to improve asset reliability, reduce risk, and optimize spending and capital investments.
- Promoting the use of infrastructure asset management concepts and best practices in a strategic and practical manner across the Public Works Department, including training to maximize the use and functionality of asset management software.
- Developing and implementing an Asset Management Communication Plan. Developing and supporting infrastructure asset management champions to lead organizational change.
- Preparing and presenting information to county employees and the public. May be assigned to represent the county on various boards, committees, and associations in matters relating to infrastructure asset management.
- Developing project budgets and assisting in the preparation of annual operating budget, capital improvement program, long-range financial plans, rate studies and other related financial analysis.

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

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**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 - Work is primarily performed in the office with scheduled site visits at various locations in Thurston County.
- 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 and collect asset data in the field.
- 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.](#)

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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 asset management, business, finance, engineering or related field from an accredited university or college.
- Five (5) years of experience managing infrastructure assets in a government agency, with at least one (1) year of supervisory or team lead experience, or any equivalent combination of education and experience that provides the individual with the knowledge, skills and abilities required to perform the job.
- Ability to utilize a computer with related software to perform the essential functions of the position.
- Valid Washington State Driver's License or appropriate accommodation may be required depending on position.

## **DESIRED SKILLS:**

- Possess an Institute of Asset Management (IAM) Certificate
- Experience and ability to work as independent project leader with minimal supervision.
- Experience with development and implementation of comprehensive infrastructure asset management programs.
- Ability to prepare and present effective oral and written communications for professional and general public use.
- Experience using project management processes, tools and techniques, including analyzing and documenting business processes.
- GIS knowledge and experience (ESRI product experience preferred).
- Leadership competencies including organizational agility and building effective teams.
- Ability to frequently interact respectfully and sensitively with individuals and groups, including operations and maintenance personnel, elected officials and the public. Ability to develop and maintain positive and productive relationships and achieve results.
- Technically proficient as it relates to asset management concepts and principles.
- Ability to create and maintain clear and concise user documentation, training materials, and training classes. Ability to respectfully translate technical information to be easily understood by non-technical personnel.
- Ability to organize and prioritize multiple projects and deadlines.

## **OTHER RELATED RECRUITMENT INFORMATION:**

Questions about this recruitment? Please contact **Amy Gillespie, Assistant Director, 360-867-2271** or [amy.gillespie@co.thurston.wa.us](mailto:amy.gillespie@co.thurston.wa.us)

This position is:

- Not represented by a Union
- Not 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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