



31627 1st Avenue South • P.O. Box 4249 • Federal Way, WA 98063-4249
253-941-1516 Federal Way • 253-927-2922 Tacoma • www.lakehaven.org

NOTICE OF EMPLOYMENT

POSITION TITLE: Development Engineering Permit Specialist
REPRESENTED BY: AFSCME
RESPONSIBLE TO: Development Engineering Supervisor or designee
POSTING DATES: 11/17/2021 - Open until filled, first review date 12/01/2021

Accepting applications from internal and external applicants.

Lakehaven Water and Sewer District has an immediate opening for a Permit Specialist.

Position Range	Pay Level	Pay Range
Permit Specialist I	6	\$28.08 - \$36.49
Permit Specialist II	7	\$29.44 - \$38.29
Permit Specialist III	8	\$30.92 - \$40.18
Permit Specialist IV	9	\$32.45 - \$42.19

As a Lakehaven employee, you will be part of a team that has been recognized by the National Association of Clean Water Agencies for its environmental stewardship and has been a long-standing member of the American Water Works Association. Lakehaven has a service area population of over 135,000 people living across a 35 square mile area in south King County, making us the second largest special-purpose water and sewer district in the state. Our water system includes 450 miles of water mains, 25 active wells and 12 storage tanks, which allows us to meet a current annual average water demand of 10 million gallons per day (MGD) from the community. Lakehaven also has 2 wastewater treatment plants, 27 sewer lift stations, and 350 miles of sewer mains capable of collecting and treating up to 15.6 MGD. Our employees work hard to produce and treat high quality drinking water and to ensure treated wastewater adheres to EPA standards, which safeguards the local ecological system of Puget Sound. If you want to work for an award-winning, innovative utility with competitive pay rates, career advancement, and training opportunities, this is the right opportunity for you.

The Permit Specialist is responsible for issuing, receiving, and processing a wide variety of applications and permits, coordinating their flow, and maintaining a variety of related records. The Permit Specialist will also provide information to the public on various permit requirements and related issues and provide support for management and technical staff and functions. The Permit Specialist is responsible for the issuance of permits and associated customer service.

Position placement and pay is dependent upon experience and qualifications.

BENEFITS:

- ◆ State of Washington Department of Retirement Systems PERS Plans
- ◆ State of Washington Health Care Authority's Medical, Dental, Vision benefit programs
- ◆ HRA VEBA Account
- ◆ Paid Time Off
- ◆ Holiday Pay

Does this sound like the job for you? Visit our website at www.lakehaven.org for the position descriptions and application. (Note: please identify which Permit Specialist position you are applying for on your application – Development Engineering Permit Specialist I, II, III, or IV)

Lakehaven Water and Sewer District is an Equal Opportunity Employer. Individuals interested in applying for this position **must** submit a completed Cover Letter, Resume, and District Application no later than 4PM 12/01/21 (this is the first review date) to dlemaster@lakehaven.org or mail to: Lakehaven Water and Sewer District, c/o HR, 31627 1st Avenue South, Federal Way, WA 98003. Incomplete application materials will not be accepted.

If you need an accommodation in the recruitment process or an alternate format of this announcement, please enquire directly with the Human Resources Coordinator.