

CITY ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: This is important professional engineering work involving the administration, direction and operation of the City Engineering Department which includes the construction, repair and maintenance of all City streets, water and sewer lines and facilities, and all other related civil engineering functions. General direction is received from the Mayor and/or City Administrator with considerable leeway to make final decisions affecting the technical aspects of engineering assignments. General and direct supervision is exercised over an assigned staff of civil engineers, construction inspectors, draftsmen, engineering aides, and clerical personnel. The City Engineer performs related work as required.

TYPICAL WORK ACTIVITIES:

Plans, assigns and supervises a staff of professional engineers and technical assistants in the preparation of design criteria, specifications, plans, investigations, cost estimates, tabulation of contract bids, contract payments and related work;

Directs a variety of field surveys, compilation of engineering data, and the investigation and review of traffic, sanitary, structural, hydraulic, and other engineering designs; acts as a consultant for other City departments;

Supervises personnel in the preparation of layout, design, plans, specifications, inspection, and contract payments for street, alley, storm sewer, sanitary sewer and other public works for the City;

Prepares and maintains continuing studies in required areas of municipal management;

Performs related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of engineering, especially as applied to municipal public works; thorough knowledge of the investigation, design, construction and inspection of general public works projects; knowledge of the principles and practices of administrative management; ability to plan and supervise the work of professional and technical personnel; ability to supervise the preparation of engineering reports and to make concise technical reports; ability to establish and maintain effective working relationships with fellow employees, contractors, and engineering representatives of other governmental agencies; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from a regionally accredited or New York State registered four-year college or university with a Bachelor's degree in engineering and five (5) years of responsible experience in engineering and project management.

SPECIAL REQUIREMENTS:

Possession of a Professional Engineer license to practice as a professional engineer in the State of

New York.