

South Jordan City

Job Description

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|-------------------|----------------------------|------------------------|----------------------------|
| Title: | Senior Engineer-CIP | Effective Date: | 1/1/17 |
| Org: | 100410 | FLSA: | Exempt/Professional |
| Pay Grade: | 21 | Workers Comp: | Municipal |

GENERAL PURPOSE

Provide professional engineering services to ensure that the City grows and develops in a manner that is consistent with its mission statement and service values. Responsibilities include moving development and capital projects from concept to completion, develop and monitor master plans for the storm drainage, transportation, secondary water and culinary water systems that address the existing and future needs of the City.

SUPERVISOR

Assistant City Engineer

POSITION(S) SUPERVISED

None

ESSENTIAL JOB FUNCTIONS

Meet performance standards established with the employee's supervisor.

Job attendance is required, except for authorized leave.

Oversee all aspects of the design, cost estimating, budgeting, scheduling, permitting and construction of the capital infrastructure projects.

Draw maps for engineering projects.

Project manager of Capital Improvement Projects as assigned.

Oversee and direct the work of project team for assigned C.I.P. projects.

Oversee design review, approval and construction of subdivision and commercial developments.

Perform quality control for assigned projects and monitor work of project team.

Develop and maintain culinary, storm drain, and transportation master plans.

Write legal descriptions.

Design and outline survey and engineering work for storm drains, junction boxes, curb and gutter standards, road standards, cross sections, sidewalks, etc.

Establish and maintain cooperative working relationships with other departments, City Officials, outside agencies, and the general public.

May oversee work of lower level engineers and technicians.

Perform other duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

- A. Bachelor’s degree in civil engineering from an accredited college or university;
- AND
- B. Six (6) years of progressively responsible experience directly related to above duties;

2. Special Qualifications:

Valid Utah Class D Driver’s License
Must be a licensed Professional Engineer (PE) in the State of Utah

3 Knowledge, Skills and Abilities:

Knowledge of computerized engineering systems and instruments (CAD) and related peripheral equipment; software applications and basic programming related to specific engineering software; civil engineering methods, principles and practices; construction methods and materials common to public works projects; international building codes, planning and zoning codes, engineering standards and codes; technical and practical design of public works systems; principles and practices of supervision and worker motivation; interpersonal communication skills; the use of a variety of technical engineering equipment; political and governmental processes affecting engineering program management.

Skill in the art of diplomacy and cooperative problem solving.

Ability to operate a personal computer and Microsoft products.

Ability to communicate effectively verbally and in writing; ability to plan, organize, and direct the affairs and operations of a division engaged in a variety of complex public works projects; read and interpret plans and specifications; visualize completed projects in planning stages and estimate the end results; estimate quantity of materials accurately; develop and maintain effective working relationships with elected officials, federal agencies, state agencies, local governments, subordinates, and the public.

4. Working Conditions:

Tasks require a variety of physical activities not generally involving muscular strain. Physical demands may occur in activities related to walking, standing, stooping, sitting, reaching, etc. Talking, hearing and seeing required in the daily performance of job duties. Mental application utilizes memory for details, emotional stability and critical thinking and creative problem solving. Periodic travel required in course of performing portions of job functions.

The above statements are intended to describe the general nature and level of work being performed by person(s) assigned to this job. They are not intended to and do not infer or create any employment, compensation, or contract rights to any person(s). This job description reflects management’s assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned. This updated job description supersedes all prior descriptions for the same position.

Human Resources Use Only

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|-------------------|-------------------------|------------------------|-------------|
| Job Class: | Municipal Exempt | EEO-4 Class: | Prof |
| Location: | Engineering | EEOP Class: | Prof |
| Group/BU: | General Pay Plan | Tech-Net Match: | 478 |