

PRINCIPAL CIVIL ENGINEER

GENERAL STATEMENT OF DUTIES: Performs responsible professional engineering work in connection with the construction and maintenance of the county highway system and county public works projects; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is advanced professional engineering requiring considerable experience in design, construction, maintenance and administration of public works projects. The work is performed under the general supervision of the County Highway Superintendent with considerable latitude permitted for the exercise of independent judgment in carrying out assigned tasks.

EXAMPLES OF WORK: (Illustrative only)

- Executes engineering, designs, and plan preparation and cost estimates for highways, bridges, buildings and other public work facilities to be maintained or constructed by the county;
- Assist towns and other government units by conducting studies, evaluations, design and surveys and by providing professional engineering assistance;
- Conducts short and long range studies to determine future capital improvement projects;
- Prepare projects for bidding, reviews bids and recommends awards;
- Performs construction administration for public work projects including inspections, construction progress reports, construction scheduling, processing payment request, change orders and all other related work;
- Confers with federal, state and local officials on the planning and design of public work projects;
- Perform engineering functions associating with traffic safety, traffic signs and pavement markings;
- Prepares permits for capital construction projects;
- Renders professional engineering advice to committees, planning boards and other departments of county government and other governmental units;
- Attend meetings and hearings;
- Operate a personal computer and related peripheral equipment for technical applications and record keeping;
- Conducts bridge survey and inspections.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Thorough knowledge of the principles and practices of civil engineering; thorough knowledge of procedures involved in the initiation, planning and development of public work projects; ability to plan and coordinate engineering projects; good knowledge of construction and repair materials, methods, standards and costs; ability to review and evaluate engineering plans and designs; ability to understand and carry out complex oral or written instructions; skill in the administration of field and office phases of capital construction; ability to prepare and maintain technical records and reports; sound professional judgment, ability to plan, assign and supervise the work of others; initiative and resourcefulness; good judgment; physical condition suitable to the demands of the position.

ACCEPTABLE TRAINING AND EXPERIENCE:

Graduation from a recognized college or university with a Bachelor's degree in civil engineering and five years of progressively responsible experience in civil engineering.

Competitive Class

Adopted 01/02/2001 Personnel Officer

Updated 06/27/2022 Personnel Officer