



City Engineer

Class Code:
2719

Bargaining Unit: Non Bargaining Standard

CITY OF SPRINGFIELD
Established Date: Nov 1, 2011
Revision Date: Dec 19, 2011

SALARY RANGE

\$44.96 - \$58.47 Hourly
\$1,685.94 - \$2,192.55 Weekly

POSITION PURPOSE/SUMMARY:

Responsible for planning, directing and coordinating the field and office functions, activities and services of the engineering divisions of the Department of Public Works. Work is performed with professional independence in accordance with accepted practices in the field of public works engineering under administrative direction of the department head who reviews work through reports and conferences. Work includes practices and procedures adapted to municipal requirements, policies and directives of the Traffic Commission. Supervision exercised directly through subordinates over all engineering and traffic engineering personnel.

ESSENTIAL FUNCTIONS:

- Plans, assigns, supervises and reviews, directly or through subordinates, the provision of engineering services in connection with the investigation, location, development, design, construction and maintenance of departmental public works projects.
- Directs, supervises the preparation of engineering investigations, studies, reports, estimates, plans, specifications and contract data for departmental or contracted construction and maintenance work.
- Plans, directs and coordinates the engineering activities of the traffic engineering division of the Department of Public Works.
- Supervises, participates in technical investigations, studies and surveys municipal traffic conditions.
- Evaluates statistical and physical data supplied by the engineering staff regarding vehicle count per mile, feasibility of widening pavement, and projecting future traffic loads.
- Signs, seals engineering and surveying plans and documents on behalf of the Department or City as required.
- Prepares agenda for and attends meetings of the Traffic Commission, recommending investigations, studies and surveys.

- Directs, supervises the provision of engineering inspection services during departmental or contracted construction and maintenance work. Prepares reports on work in progress.
- Directs, supervises the preparation, maintenance, revision and reproduction of departmental engineering maps, plans and records.
- Directs, supervises the inspection of all municipal bridges. Makes recommendations concerning bridge maintenance and repair.
- Directs, supervises the provision of departmental liaison with the electrical utility company which installs, maintains and operates the street lighting system on a contractual basis.
- Provides advice and assistance to subordinates. Participates in the solution of complex or unusual engineering problems.
- Prepares annual divisional reports and estimates for the divisional budget.
- Confers regularly with department heads, municipal officials, government and business representatives, and divisional heads to provide advice and assistance on matters of departmental concern, problems, services and inter-divisional operations.
- Performs related work as required.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Extensive knowledge of the principles, practices, methods and equipment of civil engineering.
- Extensive knowledge of modern methods and techniques of design, construction and maintenance of public works.
- Thorough knowledge of the theory and practices of modern traffic engineering.
- Thorough knowledge of laws, ordinances and regulations affecting divisional programs and functions.
- Thorough knowledge of the geography and topography of the City.
- Thorough knowledge of the principles of strength and materials, soil mechanics, solids and fluids, applied mathematics and physics and applicable legal terms.
- Thorough knowledge of the principles and practices of modern public works and engineering administration.
- Ability to plan, direct and coordinate the work of a large scale municipal public works engineering program.
- Ability to administer and participate in complex engineering research and the preparation of reports, recommendations, plans and specifications for major construction.
- Ability to establish and maintain effective working relationships with subordinates, municipal officials, contractors, consultants and the general public.
- Ability to express oneself clearly and concisely orally and in writing.
- Skill in the use and care of engineering instruments employed in the field and office.

EDUCATION AND EXPERIENCE:

- Bachelor's degree in civil engineering or related field.
- Minimum of ten years of progressively responsible experience as a professional civil engineer, including thorough supervisory experience.

SPECIAL NECESSARY QUALIFICATIONS:

- Possession of a license to practice engineering in the State of Massachusetts as a professional engineer.

TECHNOLOGY:

Requires advanced computer skills in Microsoft Office Suite, such as Outlook, Word, and Excel. Experience with Access, PowerPoint, CAD and Munis preferred.

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS:

Work is mostly performed in an office and field environment. Regular and punctual attendance is a requirement.