

TOWN OF WELLESLEY

CIVIL ENGINEER

Under the general direction of the Town Engineer, the Civil Engineer's responsibilities may encompass either of two major areas of concentration. One primarily involves administering and coordinating the Town's Utility Permit Program. The other area primarily involves administering and coordinating the Town's capital improvement projects, especially in the areas of water and sewer capital improvement. The incumbent applies professional and technical theories of the civil engineering practice to develop, design, and construct public works projects; for developing and preparing specifications, procedures and contract documents for the annual procurement of Department of Public Works supplies, materials and service contracts; and for developing contract documents for construction projects assigned to the Engineering Division.

- * Bachelor's Degree in Civil Engineering or allied discipline or equivalent from an accredited institution.
- * Two years of experience in the design and construction of Public Works projects and civil engineering projects of moderate complexity.
- * Registration as an Engineer in Training or Surveyor in Training in the Commonwealth of Massachusetts or the ability and qualifications to obtain this registration within two years.
- * Demonstrated knowledge of applicable state and municipal regulations, codes, and standards.
- * Working knowledge of civil engineering computer applications, including CAD and/or GIS.
- * Effective interpersonal and oral and written communication skills.
- * Valid driver's license.

The anticipated hiring range is \$63,300 - \$77,400, DOQ, with an excellent benefit package.

To apply, submit a cover letter and resume to the Human Resources Department, 525 Washington Street, Wellesley, MA 02482 or e-mail as a Word document or PDF to hr@wellesleyma.gov by June 25, 2019. AA/EOE