

JOB POSTING

Job Title: Town Engineer

Division: Engineering

Department: Department of Public Works

Pay Grade: 23

Union Affiliation: Service Employee International Union – Unit B

Hours Per Week: 40

Pay Range: \$84,729 to \$114,382

Duties:

Supervises the Engineering Division personnel; plans and implements staff's professional development. Supervises the design, bidding, surveying and construction inspection of storm sewer systems, sidewalks, roads, bulkheads, docks, revetments, fuel storage tanks, and other town-owned structures and facilities. Manages overall design and administration of municipal infrastructure projects. Provides engineering support to the Department of Public Works to ensure professionally designed structures and systems, and engineering and survey support to other Town departments as directed. Responsible for the preparation of plans, work drawings, bidding and assists in overseeing construction, inspection and quality assurance of engineering elements of Town projects. Reviews development proposals for impact on the community including construction requirements, transportation, infrastructure, traffic, public safety, environmental, and municipal service delivery. Manages Engineering Division budget, and current and projected budgets for municipal infrastructure projects (cumulative total of these budgets are in excess of \$5 million); assists in development of Town wide capital plan and pursues federal, state and other grant funding opportunities. Conducts technical studies, evaluates said studies, makes recommendations and provides assistance to selectmen, administration, departments and boards. Advises town boards and departments on engineering matters and initiates projects after consultation with the Director of Public Works. Completes all elements of bid process for roadway improvements, drainage and other engineering-related bids. Assists staff in other departments with bid process and development of bid related documents. Responds to inquiries and complaints with appropriate professional courtesy, information, research and/or referral.

MINIMUM QUALIFICATIONS:

Education and Experience:

Bachelor of Science degree in Civil Engineering required. Five years of full time professional technical experience in Civil Engineering work as a licensed professional civil engineer, of which at least two years include supervisory and budgetary experience (preferably municipal); or any equivalent combination of education and experience.

Knowledge, Ability and Skill:

Extensive knowledge in the application of civil engineering skills to public works projects; thorough knowledge of local, state, and federal laws and regulations governing the municipal infrastructure. Knowledge of bidding laws, procedures and specifications. General knowledge of computer software, CAD/GIS/GPS, storm water management, and pavement management. Ability to establish and maintain effective working relationships with employees, board/committee members, officials and the general public.

Special Requirements:

Licensed as a Professional Civil Engineer in the State of Massachusetts, and Massachusetts Class D motor vehicle operator's license required. Certification as Septic System Inspector, Soil Evaluator preferred.

APPLICATION PROCEDURE: Please submit a resume and letter of interest via email to:

Employment@yarmouth.ma.us with "Town Engineer" in subject line. EOE