

UTILITIES CIVIL ENGINEER

Job Code: 57401 / O*Net Code: 17-2051

SALARY GRADE: E16

EXEMPT

(The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to successfully perform the job.)

Purpose:

Oversees design and construction of public utilities and other City owned facilities. Reviews/approves developments within the City's jurisdiction. Interacts with regulatory, transportation, and environmental organizations. Discuss and address public's questions and concerns. Provide project management services for all of the Utility Department.

Essential Functions:

- Review developments and associated City utilities and infrastructure within the City's Jurisdiction.
- Manage public projects from their beginning (survey) to completion (construction completion and final payment). Work includes developing project scope and budget, managing design personnel, design, budgeting, scheduling, public outreach, installation, inspection, payment, and contract closeout.
- Design and Permit Projects. Route through regulatory and environmental reviews and approval process.
- Coordinate/Schedule/Attend meetings with other City Divisions (project owners) and associated site visits.
- Discuss and address public comments and questions.
- Inspect construction projects for proper installation of water, sewer, and stormwater infrastructure.
- Obtain/maintain certifications and registrations in related field.
- Attend conferences and training.
- Attend and/or speak at public meetings.
- Additional duties as assigned.

Qualifications:

- Knowledge of the general principles, practices, rules, regulations, standards, methods and materials used in public works and utilities design, installation, work, projects, operations, and functions;
- Skill in scheduling and inspecting work of subordinates;
- Skill in keeping records and making reports;
- Skill in communicating instructions clearly and understanding/carrying out oral and written instructions;
- Skill in establishing and maintaining effective working relationships with city staff, and the general public;
- Skill in reading and interpreting plans, specifications, contracts, standards, and legal documents.

Education and Experience:

A Bachelor's degree from a college or university of recognized standing with an Accreditation Board for Engineering and Technology (ABET) in civil engineering, construction, project management, or related field required. Experience in Water/Sewer/Stormwater preferred. Certification in the State of Tennessee as an Engineer Intern is preferred. Erosion Prevention and Sediment Control – Levels 1 and 2 – certification through the Tennessee Department of Environment and Conservation (TDEC) preferred (required if not eligible for Professional Engineering Licensure). Numerous certifications through the Tennessee Department of Transportation (TDOT) preferred.

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| Physical Requirements | Amount of time | | | |
|---|----------------|--------------------------------------|----------------------------------|--|
| | None | Occasionally (Up to 33% of the time) | Frequently (33%-66% of the time) | Constantly (More than 66% of the time) |
| Standing | | X | | |
| Walking (including rough/uneven surfaces) | | X | | |
| Sitting | | | X | |
| Fingering or manual dexterity | | X | | |
| Repetitive finger motion | | X | | |
| Lifting or exerting force | | X | | |
| Up to 10 pounds | | X | | |
| Up to 25 pounds | | | | |
| Up to 50 pounds | | | | |
| Up to 100 pounds | | | | |
| Over 100 pounds | | | | |
| Reaching and stretching | | X | | |
| Climbing and balancing | | X | | |
| Squatting and bending | | X | | |
| Kneeling and crawling | | X | | |
| Speaking | | | | X |
| Hearing | | | | X |
| Tasting | | X | | |
| Smelling | | X | | |
| Seeing (with correction) | | | | X |
| Close vision | | | | X |
| Distance vision | | | | X |
| Color discrimination | | X | | |
| Peripheral vision | | X | | |
| Depth perception | | X | | |
| Focusing ability | | X | | |
| Work Environment | Amount of time | | | |
| | None | Occasionally (Up to 33% of the time) | Frequently (33%-66% of the time) | Constantly (More than 66% of the time) |
| Outdoor weather conditions | | X | | |
| Wet or humid conditions (weather) | | X | | |
| Extreme cold (weather) | | X | | |
| Extreme heat (weather) | | X | | |
| Fumes or air-borne particles | | X | | |
| Toxic or caustic chemicals | | X | | |
| Blood-borne pathogens | | X | | |
| Risk of fire or explosion | | X | | |
| Risk of electric shock | X | | | |
| Risk of radiation | X | | | |
| Risk of drowning | X | | | |
| Prolonged exposure to vibration | X | | | |
| Loud noise level | | X | | |
| Special/Unusual Working Conditions | X | | | |