



Engineer 2

Category: Exempt
Pay Grade: E26
Job Code: 16801

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

JOB SUMMARY

Performs professional civil, industrial, building, mechanical, electrical or other professional engineering work performing in-house engineering designs, plans prep, studies, and signing and sealing documents and/or managing less-complex designs by engineering consultants. The incumbent performs and is responsible for independent technical reviews in the design, planning and/or oversight of work of similar scope and responsibility. An incumbent in this class may be responsible for planning, performing, coordinating, and reviewing the work of in-house or outside professional and technical efforts. The incumbent assists in the planning, construction, operations, maintenance, and administration of local government agency programs, contractors or other assignments that are required to be performed by a professional engineer. Assignments require a professional engineering certification from the State of Florida and require the incumbent to apply expertise to technical, cost efficiency, feasibility, construction, after acquisition functionality, and maintenance in government projects, services, and operations. Professional work and assignments are performed with considerable independence and incumbent decisions only given general review by management. The incumbent may be delegated assignments to serve as lead representative on technical and administrative matters. The incumbent reports to a senior manager, supervisor or designee.

ESSENTIAL JOB FUNCTIONS (examples, not all inclusive)

- Signs and seals plans prepared by the employee or subordinate staff;
- Supervises, plans, and direct the activities of an engineering effort within a unit or organization;
- Designs and prepares plans, specifications and cost estimates for highway, drainage, bridge, water supply, sanitary sewage construction projects, buildings or commercial projects and prepares reports on program plans and specifications;
- Coordinates and obtains permits for consultant and in-house design projects;
- Prepares scope of services, schedules and cost estimates; reviews and comments on all contract documents including plans and specifications; coordinates staff review and others comments with consultant's efforts to resolve conflicts during the design phase;
- Directs the planning, design, construction and resident inspection of construction and utilities projects or highway, bridge and other assigned public works projects;
- Represents the county in the coordination of civil, mechanical engineering, or other projects including assisting with the selection process for consultants or general contractors, preparing scopes of work preparing contracts and directing, reviewing, and coordinating consultants while working on several projects simultaneously;
- Performs complex technical engineering reviews and develops professional engineering specifications;
- Coordinates staff review and comments with resolving conflicts during design and construction phases of a project;

- Prepares scope of services, schedules and cost estimates; reviews and comments on construction projects and/or performance contract documents including plans and specifications; also, coordinates staff review with consultant's efforts to resolve conflicts. May prepare and submit input to CIP budget;
- Performs other related job duties as assigned.

QUALIFICATIONS

Education and Experience:

Bachelor's degree in civil engineering or other relevant engineering discipline and Professional engineering certification from the State of Florida and four (4) years of experience that directly relates to the assigned subject matter area of responsibility, for example, construction, project management, civil engineering, electrical, environmental management, to include 1 year supervising professional engineering functions; or an equivalent combination of education, training, and/or experience.

Special Qualifications (May be required depending on area of assignment):

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Demonstrated experience at an advanced level leading and coordinating others in the completion of tasks and responsibilities directly related to the subject matter area of assignment.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

Knowledge, Skills and Abilities:

- Knowledge of civil engineering principles and practices and the ability to apply those principles;
- Knowledge of modern professional engineering practices and procedures as they apply to public works, construction or utilities;
- Knowledge of modern developments, current literature and sources of information in engineering;
- Knowledge of modern office practices and procedures and the ability to plan and direct the work of engineers, contractors, technicians, and clerical personnel;
- Knowledge of professional and technical leadership techniques, recordkeeping, and report writing;
- Skill in the use of engineering instruments and equipment and ability to utilize computer applications for engineering design, drafting, mapping, plan preparation and scheduling;
- Ability to apply computer applications and software;
- Ability to plan, assign, motivate, train and supervise technical employees;
- Ability to give technical and professional review to a wide variety and large volume of engineering plans, specifications and related documents.

PHYSICAL/MENTAL DEMANDS

The work is light work which requires exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force to move objects. Additionally, the following physical abilities are required:

- Visual ability: Sufficient to effectively operate office equipment including copier, computer, etc.; and to read and write reports, correspondence, instructions, etc.
- Hearing ability: Sufficient to hold a conversation with other individuals both in person and over a telephone; and to hear recording on transcription device.
- Speaking ability: Sufficient to communicate effectively with other individuals in person and over a telephone.
- Mental acuity: Ability to make rational decisions through sound logic and deductive processes.
- Talking: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Repetitive motion: Substantial movements (motions) of the wrist, hands, and/or fingers.

WORKING CONDITIONS

Work is performed in a dynamic environment that requires me to be sensitive to change and responsive to changing goals, priorities, and needs.