

Salary Schedule	MOU	Benefits
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City of Alameda
Code No. 3150
Approved by C.S.B.
January 8, 2003

SENIOR ENGINEER

DEFINITION

Under general direction performs professional engineering work in the coordination and supervision of assigned engineering operations, programs, public works design and construction; may be assigned to function as a project manager or to serve as Public Works authority on specialized engineering issues and functions; performs other related work as required.

DISTINGUISHING FEATURES

This is a senior level professional engineer classification. Incumbents perform supervisory and program management duties, develop policy recommendations, and make decisions or select courses of action based on data supplied by subordinate engineers, as well as performing complex technical calculations and design work. Work in the class is distinguished from that of lower classes by the overall responsibility for major and/or complex engineering projects or assignments, by the level and extent of administrative and supervisory responsibilities, and/or by the level of professional specialization and expertise required. Advanced technical skill, professional specialization and certification are required and will vary according to assignment.

EXAMPLES OF DUTIES

1. Plans, coordinates and supervises professional and technical engineering work in connection with municipal public works projects or specialized public works engineering divisions/functions, such as capital improvement, land development, and transportation or environmental engineering.
2. Serves as project manager as assigned, performing design management ensuring regulatory compliance, and overall coordination of complex engineering projects, including providing technical guidance and/or supervision to contract, consulting, and/or City staff; performs related contract administration, project schedule coordination, interagency coordination, quality control, field decisions, tests, etc.
3. Prepares, reviews and supervises the preparation of plans, specifications, cost estimates and contracts; prepares feasibility and economic studies.
4. Directs and monitors the work of architects, consultants, professional engineering firms and general construction contractors; coordinates related negotiation and contract preparation; negotiates and prepares change orders and extra work orders.
5. Supervises the review of plans, computations and upgrades to City engineering standards
6. Coordinates and participates in grant application preparation, administration and compliance.
7. Coordinates activities with and provides specialized professional guidance to other work units and divisions, departments, contractors, consultants, developers, property owners and outside agencies.
8. Researches new concepts and technologies; participates in new program development as assigned.
9. Prepares and may present various studies, analyses and reports; attends various seminars, meetings and conferences; provides information to and resolves issues with other divisions/departments, contractors, consultants, the general public and other agencies.
10. Participates in assigned budget preparation and administration.
11. Supervises, trains and evaluates assigned staff.

EMPLOYMENT STANDARDS

Education/Experience

Any combination equivalent to education and experience likely to provide the required knowledge and abilities. A typical way to obtain the knowledge and abilities would be:

Education: Graduation from an accredited college or university with major course work in engineering specialization as designated according to position assignment, such as civil, transportation, and mechanical engineering.

Experience: Five years professional engineering experience, (related to assigned professional specialization as designated), at least one year of which shall have been in a responsible supervisory capacity.

Knowledge

Knowledge of designated specialized engineering principles and practices as applied to municipal engineering; engineering and construction project management methods; materials and methods used in the design, construction and coordination of designated engineering projects; laws, rules, regulations, codes and ordinances applicable to designated engineering specialization; safe work practices and procedures.

Ability

Ability to effectively plan, coordinate and supervise designated specialized engineering and project management work; prepare, read and interpret plans, specifications and descriptions and technical reports; interpret and apply complex governmental regulations; establish and maintain accurate records; plan, administer and evaluate work programs and schedules; draw valid conclusions and project consequences of decisions and recommendations; prepare complex technical studies and reports; operate computer equipment and utilize designated software; set priorities, meet deadlines, and make sound decisions; maintain level of knowledge required for satisfactory job performance; communicate effectively; establish and maintain effective working relationships with employees, contractors, consultants, the general public and representatives of other agencies; supervise, train and evaluate assigned staff.

Other Requirements

Registration as an Engineer with the State of California in assigned specialization/s as designated.

Selected positions may require possession of a valid California Driver's License and satisfactory driving record as a condition of initial and continued employment.