



CLASS SPECIFICATION FOR:

Senior Engineer

General Statement of Duties:

Plans, manages and provides policy direction on difficult and advanced engineering work in the field and in the office for an assigned department; does related work as required.

Distinguishing Features of Class:

The work involves the application of professional engineering knowledge and skills to manage projects or divisions in the area of assignment. Expert engineering knowledge is required to assure compliance with codes, regulations and all related County ordinances pertaining to area of assignment. Supervision may be exercised over professional and paraprofessional engineering personnel. Works closely with County key officials and outside officials, performing work independently, with wide latitude for planning and making technical judgement. General supervision and policy guidance are received from an assistant agency head or agency head.

Examples of Assigned Duties (*illustrative of the types and scope of duties and responsibilities assigned to positions in this class*):

- Plans, reviews, designs, and organizes a variety of projects for an assigned department;
- Researches and develops reports on regulatory issues, system operational issues, and related engineering projects;
- Negotiates and administers engineering contracts for developers, attorneys, realtors, and property owners;
- Prepares, justifies and administers budgets for assigned projects or divisions;
- Acts as resident engineer on assigned projects, supervising the work of other professional engineers;
- Inspects and ensures compliance with design standards, codes, County Ordinances, and sound engineering practices;
- Assists in preparing code revisions for submission to review board;
- Attends staff developer meetings and represents the County on assigned projects;
- Determines payments awarded to contractors;
- Prepares and presents reports to department head, County Manager, Board of Supervisors, and other public groups;
- Supervises professional, paraprofessional and administrative staff as assigned;
- Provides design recommendations, coordinating reviews with developers and engineers in the interpretation of County standards and policies;
- Audits and reviews plans identifying constructability problems to ensure conformance with codes and regulations;
- Implement projects and manage solicitation of contracts for the design and implementation of projects for an assigned department;
- Supervises professional, paraprofessional and administrative staff as assigned;
- Manages compliance efforts for applicable environmental and safety related standards to ensure compliance of OSHA and other safety and health related regulations;
- Attends public hearings, presents information, and answers questions for assigned projects;
- Performs other duties as assigned.

Required Knowledge, Skills and Abilities:

Extensive knowledge of engineering principles and practices as it relates to the assigned position and department; thorough knowledge of legal, administrative, and technical aspects of applicable local, state and federal codes and referenced standards; extensive project management skills; thorough knowledge of environmental impacts, relevant to storm water management, and erosion control principles and practices, as applied to the construction of County infrastructure projects; ability to create and review complex construction documents, designs and proposals for cost, design requirements and compatibility (compliance) with County standard, guides and applicable local, state and federal requirements; ability to use various instruments to measure and analyze data; ability to organize technical material in good report form; ability to perform difficult engineering computations; ability to make comprehensive recommendations to engineering problems; ability to multitask and effectively manage competing priorities; good supervisory skills including the ability to effectively manage workloads and projects and to foster and maintain high morale and engagement; ability to lead, manage and partner effectively; strong public speaking skills; ability to maintain effective working relationships with employees and the public; excellent oral and written communications skills having the ability to present ideas and



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recommendations clearly and concisely, both orally and in writing; thorough knowledge of personal computers and /or automated systems having the ability to enter, maintain, retrieve and analyze data; good professional engineering judgment with ability to make sound decisions; ability to work effectively as a team member and leader; ability to manage competing priorities; critical thinking skills with the ability to problem solve; ability to maintain detailed accurate records and to make regular and special reports; ability to manage expenditures in accordance with County Finance policies; physical condition that permits activities including but not limited to perform assigned duties and access diverse environmental locations countywide; may require a flexible work schedule based on assignments; excellent customer service skills, tact and courtesy.

Minimum Education and Experience:

- Education: Possession of a four (4) year degree in a relevant recognized field of engineering from an ABET accredited engineering program.
- Experience: Four (4) year of related professional engineering experience, to include one year of supervisory experience.

Additional Requirements:

NOTE: Effective 4/1/2009 County Ordinance 1128 requires a criminal history record check and fingerprinting of all employees in authorized and hourly safety sensitive positions.

NOTE: All employees are required to successfully complete National Incident Management System (NIMS) Incident Command System (ICS) 700 (Introduction) training. Successful completion of additional NIMS ICS training courses may be required based on the job classification, level of responsibility, and department. Please refer to Fire's Intranet site for a list of NIMS ICS requirements by job classification.

- May require possession of a valid driver's license issued by the Commonwealth of Virginia.
- May require annual audio test or other job related physical testing as required by assigned position or department.
- May require a valid professional engineer license (PE License) issued by the Virginia Department of Professional and Occupational Regulation APELSCIDLA Board.