



JOB ANNOUNCEMENT



CIVIL ENGINEER II DEPARTMENT OF WATER RESOURCES

Posting Date:	November 23, 2015	Job Code:	3120-565
Closing Date:	Open Until Filled	Grade:	1226 – Exempt
Pay Range:	Hourly:\$25.34 - \$38.07 Annual:\$52,707 - \$79,060	Work Status:	Full Time

This position is classified as safety-sensitive. Incumbent will be subject to random drug/alcohol testing.

JOB SUMMARY

Plans, designs, inspects, permits, and directs construction and maintenance of structures and facilities such as roads, bridges, traffic control systems, pipelines, irrigation systems, water and sewer systems, water and wastewater treatment facilities, compactor facilities, and landfills, and performs technical research to develop solutions to engineering problems.

MAJOR JOB RESPONSIBILITIES

Reviews design plans of public and private community development projects, such as subdivisions, commercial and industrial developments; confers with engineering, land surveying, and architectural firms to advise and explain various design plan corrections or revisions required by County and City Code, Ordinances, and policy.

Directs and performs inspections of community development projects to assure construction standards, construction materials, and infrastructures meet or exceed required minimum specifications.

Prepares plans, specifications, cost estimates, and progress reports on Engineering and Department of Water Resources or Public Works projects such as water and sanitary sewer improvements for treatment, distribution and collection of water and wastewater, as well as drainage way, street redesign, improvements, and/or resurfacing projects.

Designs, or provides technical expertise to contractors and developers building or maintaining, water mains, water booster pumping facilities, sanitary sewers, sewage pump stations, pressure regulating facilities, highways, bridges, drainage systems, and other Engineering and Department of Water Resources or Public Works projects; conducts field survey, hydraulic studies, and/or other Engineering studies to accurately design projects.

Reviews and permits all new commercial, industrial, institutional, governmental and subdivision construction plans to insure compliance with all applicable codes and ordinances including, but not limited to Soil Erosion and Sediment Control.

Conducts engineering studies, prepares reports, and make recommendations for change as necessary.

Performs other related duties as required.

When assigned to Department of Water Resources - Engineering & Construction Division

Assists Construction Manager in planning, directing, organizing, and scheduling work of the Construction Management Team.

Reviews, monitors, and approves design plans and specifications for projects such as water mains and sanitary sewers, water and wastewater treatment facilities, land application systems, and operations buildings; insures compliance with Local, State and Federal regulations.

Monitors construction progress of projects, prepares progress reports for the City Council.

Serves as liaison between construction management and design engineering groups. Investigates and resolves conflicts occurring with contractors. Negotiates disputes covered by established policies and procedures. Makes recommendations on matters not covered by specific policies and guidelines.

May provide engineering services to other Divisions within Department of Water Resources; prepares cost estimates for proposed improvements, secures all necessary permits from State and Federal regulatory agencies and all easements required for construction. May provide land surveying required for planning, design, and construction of water and sewer lines. Reviews, verifies, and processes payment requests on construction projects, and maintains and finalizes project record documents.

Develops and maintains manhole numbering scheme for the sanitary sewer system; coordinates and performs necessary tasks in upkeep of the Department's maps through the Mapping and Graphics Group.

Assists the Engineering and Planning Division's project management team with various aspects of water and sewer project management. These tasks may include scheduling functions as well as acquiring data, plans, etc. to assist the project manager or outside consultant in completing the project.

Assists in preparation of hydraulic computer models of water and sewer systems. This may involve conducting field testing during the calibration process, as well as obtaining and compiling data bases containing specific system configuration and operational information.

Prepares routine reports associated with tracking customer growth, system needs, and usage, as well as other necessary reports.

MINIMUM QUALIFICATIONS REQUIRED

Education and Experience:

Bachelor's Degree in Civil, Structural, or Environmental Engineering.

Two years Civil Engineering experience.

Licenses and Certifications:

Engineering-in-Training License preferred.

State of Georgia Certified Professional Engineer or Certified professional Engineer in a State having reciprocity with Georgia preferred.

Valid Class C Driver's License and a satisfactory Motor Vehicle Record (MVR).

Knowledge, Skills, and Abilities:

Knowledge of the theories, principles, and practices of Civil and Sanitary Engineering as applied to major Water Resources or Public Works projects.

Knowledge of the principles and practices utilized in the inspection and testing of materials used in the construction of Civil Engineering projects and roads, bridges, and other projects.

Skill in the use and application of surveying equipment.

Ability to review and interpret contract provisions, and construction plans and specifications.

Ability to organize, interpret analyze, and prepare technical Engineering reports.

Ability to establish and maintain effective working relationships with Engineers, developers, contractors, Federal, State, and Local officials, government employees, and the public.

Ability to communicate clearly and effectively, both orally and in writing.

This job announcement should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be required to perform job-related responsibilities and tasks other than those stated in this specification.

❖ THIS IS A FULL TIME POSITION AND ELIGIBLE FOR BENEFITS ❖

Due to Georgia State Law, all applications are subject to public disclosure.

Only candidates to be interviewed will be contacted.

As part of our hiring process, all applicants will be required to undergo a thorough background investigation which includes but is not limited to some or all of the following: contacting past employers, work and personal references, education, criminal history, motor vehicle record, and credit check. The City of Gainesville reserves the right to disqualify any applicant based on information discovered during the background investigation. Standard City of Gainesville hiring practices shall apply to all applicants.



The City of Gainesville is committed to providing equal opportunity in all employment practices, including but not limited to selection, hiring, promotion, transfer, and compensation to all qualified applicants and employees without regard to age, race, color, national origin, gender, religion, disability, military service, or any other category protected by federal, state, or local law.
