

EAST BAY REGIONAL PARK DISTRICT

CIVIL ENGINEER

GENERAL FUNCTION

Under direction, to perform professional engineering design for civil engineering, capital, and major maintenance construction projects; designs and prepares contract drawings, engineering specifications and cost estimates; and develops, negotiates, and administers construction contracts.

ESSENTIAL FUNCTIONS

Serves as Project Manager for professional engineering work and acts as resident engineer on construction projects; designs, prepares contract drawings, engineering specifications and cost estimates for a variety of capital and maintenance projects. Administers construction contracts; researches, analyzes, and makes recommendations on solutions to engineering problems; obtains, reviews and directs the collection of field data (surveys, geotechnical investigations, water quality analysis); performs complex engineering design calculations for grading earthwork, utilities, pavement, hydrology, hydraulics, and structures; performs construction feasibility analysis.

OTHER FUNCTIONS AND DUTIES

Coordinates work of consultants, engineers, developers, contractors, and other departments with outside agencies. Makes field inspections of construction in progress; prepares project documents, correspondence, budget analyses and participates in grant application preparation and administration. Prepares, acquires, and administers regulatory and required permits and agreements with other agencies. Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Education: Bachelor's Degree in civil engineering from an accredited college or university; and

Experience: Four years of civil engineering experience, two of which shall have been at a project management level.

License: Registration as a Professional Civil Engineer with the State of California.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of civil engineering principles, materials, and techniques of engineering or construction; knowledge of engineering economics and calculations, including pavement design, hydrology, earthwork, hydraulics, structures, sewage treatment and disposal, water supply treatment and distribution; and cost estimating. Ability to use civil engineering software and computer aided (CAD) drafting; ability to effectively analyze, identify, and recommend engineering alternatives; ability to effectively manage projects and lead others in the performance of complex professional and technical activities. Ability to establish and maintain positive and cooperative working relationships with those contacted in the course of work at all levels, including a culturally diverse general public, with a focus on quality service to internal staff and external customers and park users.

SPECIAL CONDITIONS OF EMPLOYMENT

A valid California driver's license is a condition of initial and continued employment in this classification. Must possess and maintain current State mandated certifications, licenses and credentials as required to fulfill duties and satisfy regulatory mandates for this classification. Current certification requirements include: Qualified Storm Water Pollution Prevention Plan Developer (QSD) certificate. The Qualified Storm Water Pollution Prevention Plan Developer (QSD) certificate must be obtained prior to completion of probation.

REPORTS TO: Design Manager

SUPERVISES: May direct the work of various classifications on a project by project basis.