

Department: Highway
Classification: Competitive
Grade: _____

SPEC DISK B4
DOCUMENT 31

SENIOR CIVIL ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for performing responsible and difficult professional engineering work in the design, investigation, control, maintenance, construction and operation of engineering projects. This is professional engineering work of a high caliber involving the exercise of independent judgment based on knowledge of both theory and practice and entailing considerable responsibility. The work involves the supervision of varying numbers of professional and non-professional employees by laying out tasks, giving instructions as to required procedures, and making such checks on completion of work as are necessary to insure proper performance. Major technical problems or policy problems are discussed with a superior before taking action. Work is reviewed by the City Engineer through discussion and inspection principally for determining general progress. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Originates plans, designs and carries out highway, storm drainage and sanitary sewer construction programs;
Assigns and supervises field and office work of subordinates;
Reviews planned alterations and construction for structural safety and design;
Prepares plans, specifications and construction for materials and supplies;
Oversees the preparation of estimates, plans and profiles;
Conducts long range studies to determine future highway, storm drainage and sanitary sewer additions;
Conducts investigations and studies on accidents, culvert and bridge waterways, soil surveys and economic studies for proposed highway improvements;
Supervises the maintenance of engineering office records;
Prepares reports on activities.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of engineering and the sources of engineering information; thorough knowledge of modern methods and techniques as applied to highway and storm drainage and sanitary sewer construction; ability to organize, plan and lay out working details of engineering projects; ability to obtain the cooperation and support of others; skill in conducting engineering research work and in writing technical reports of such studies; initiative and resourcefulness in the solution of engineering problems; tact; mental alertness; industry; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in engineering and four years of engineering experience; or
- (b) Graduation from high school or possession of a high school equivalency diploma and twelve years of experience assisting in engineering work; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

NOTE: One year of graduate study in engineering may be substituted for one year of required experience.

