

Jurisdictional Class: Competitive; Non-Competitive in City of Plattsburgh
Adopted: April 26, 1991
Revised: May 3, 2010

CITY ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: This is an important professional engineering position involving responsibility for the planning and supervising of engineering activities. The work is performed under general direction, with considerable leeway for the exercise of independent judgment in planning the details of projects and assuming responsibility for technical results. An incumbent in this position serves as a consultant to all City officials and departments on the engineering aspects of City projects. Under the general supervision of the Mayor and Common Council or their designee, the incumbent has overall responsibilities for the Building Inspection Department and compliance with Building Codes and Zoning Ordinances for all work done in the City. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Directs and coordinates the design of engineering projects including plans, estimates, specifications, and work drawings;
Checks and approves plans and specifications for street paving and grading, sewer and water line extensions, park development, recreational facilities, and related public construction and repair projects;
Acts as consultant to other municipal departments on engineering problems;
Prepares specifications for projects to be put out for bids and reviews all bids submitted;
Reviews all construction work performed by private contractors;
Reviews ordinances and resolutions which relate to some aspect of civil engineering;
Directs the overall operation of the Building Inspection Department.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of civil engineering;
Thorough knowledge of procedures involved in the initiation, planning, and development of engineering projects;
Ability to coordinate complex phases of an engineering program;
Ability to supervise the work of others;
Ability to lay out the working details of engineering projects;
Sound professional judgment.

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in civil engineering and four (4) years of professional engineering experience; one (1) year of which must have been in a responsible capacity in the design and construction of streets, sidewalks or closely related projects.

SPECIAL REQUIREMENTS: Possession of a license to practice as a Professional Engineer at the time of appointment.