

Jurisdiction: City of Ithaca
Jurisdictional Class: Competitive
Adopted: 10/26/16
Revised: 11/13/19, 09/07/22

CONSTRUCTION ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: This is a supervisory engineering position responsible for planning, coordinating, overseeing and implementing public works projects representing a wide range of civil construction activities including, but not limited to, maintenance and repair of roads, bridges, drainage structures, retaining walls, and building systems. The work is performed in accordance with established engineering principles and construction techniques, with flexibility allowed for choosing methods and materials. The position differs from that of other engineering staff in that assignments are more directly related to operations and implementation, and primarily focus on construction projects performed by City public works staff, rather than the management of construction contracts. The work is performed under the general supervision of the Assistant Superintendent of Public Works (Streets and Facilities) with considerable leeway allowed for the exercise of independent judgment in carrying out the technical details of the work. Supervision is exercised over a large staff of public works employees of varying skill levels, with the daily supervision of crews delegated to subordinate supervisors as appropriate. Does related work as required.

TYPICAL WORK ACTIVITIES:

Plans, schedules, supervises and directs new construction, reconstruction and repairs to City infrastructure, such as streets and drainage systems, bridges, buildings, etc;
Inspects construction for conformance with contract provisions and City standards;
Interprets contract specifications and construction standards for contractors and field staff, and resolves differences in interpretation;
Coordinates projects, including liaison with contractors and vendors, scheduling, and gathering general project information for reports;
Develops prioritization methodology for needed repair and maintenance work;
Develops cost estimates and budget needs for annual budget;
Develops and maintains database of repair work;
Performs manual and computer aided design and analysis of public works projects;
Performs survey and other field work to lay out projects and gather information;
Hires, trains and supervises subordinate staff; monitors staff performance and addresses performance issues;
Maintains street inventory records;
Utilizes a variety of technical equipment and tools, including engineering software, global positioning equipment, survey equipment and pipe locating equipment;
Prepares and maintains a variety of records and reports.
May act for and in place of the Assistant Superintendent of Public Works (Streets and Facilities) as assigned.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Good knowledge of modern engineering principles, practices, equipment and terminology; good knowledge of construction means, methods, and procedures; good knowledge of the federal, state and local laws, rules, regulations, codes and procedures governing municipal and road construction; good knowledge of design and specification writing, computer-aided design, inspections and field surveying and layout; skill and tact in dealing with the public; skill in utilizing computer aided design and other engineering related software and common office software programs including word processing, spreadsheets and databases; strong math skills; ability to coordinate multiple construction

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Full Performance Knowledges, Skills, Abilities, Personal Characteristics - continued

projects; ability to train and supervise subordinate staff; ability to understand and interpret complex oral instructions and/or written directions; ability to interpret plans and specifications; ability to prepare activity records and reports; ability to establish cooperative relationships with contractors, vendors, co-workers and other staff; ability to successfully work with and serve a diverse local community; mechanical aptitude; willingness to work in all weather conditions; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A. Possession of a Bachelor's degree in Construction Technology, Civil Engineering or a closely related field with similar course curriculum and two (2) years of full-time paid experience, or its part-time paid equivalent, in civil construction or maintenance; or
- B. Possession of an Associate's degree in Construction Technology, Engineering Technology or a closely related field or similar course curriculum and four (4) years of full-time paid experience, or its part-time paid equivalent, in civil construction or maintenance; or
- C. Graduation from high school or possession of a high school equivalency diploma and six (6) years of full-time paid experience, or its part-time paid equivalent, in civil construction or maintenance.

Note: College degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.

SPECIAL REQUIREMENT: Possession of a valid New York State Class D driver license or a valid driver license equivalent to a New York State Class D driver license at the time of appointment and maintenance of said license for the duration of employment