

## **CIVIL ENGINEERING SUPERVISOR - 121**

### **DEFINITION OF WORK**

Under regular supervision, performs difficult professional and supervisory work involved with the administration, planning, design and construction of a variety of major public works and utility facilities; does related work as required.

### **EXAMPLES OF WORK**

Plans, supervises and participates in the review of subdivision, site and construction plans and specifications for codes compliance, municipal standards and policies and sound engineering principles; plans, supervises and reviews the work of professional and technical personnel engaged in the preparation of designs, drawings, estimates, specifications, construction contracts, payments to contractors and related engineering work; assists in the planning, design and construction of a major public works project; coordinates inter and intra-governmental activities; oversees bids, agreements and related matters with private contractors and other officials; supervises the preparation of grant applications, budgets, records and reports related to the improvement project; prepares and presents complex technical reports; provides developers, contractors and the general public with technical information relating to engineering projects; coordinates work of consulting engineers, other municipal departments and governmental agencies with that of the department; performs a variety of other duties for the Municipal Engineer, Office Engineer or Field Engineer as directed; assists in the general administration of the engineering office or field operations.

### **EMPLOYMENT STANDARDS**

Education and Experience: Any combination of education and experience equivalent to a bachelor's degree with major work in civil engineering and extensive experience in public works or utility engineering, including some supervisory experience.

Knowledge, Skills and Abilities: Thorough knowledge of the principles and practices of civil engineering as related to the preparation of plans and specifications in the area assigned; thorough knowledge of modern methods and techniques as applied to the design, construction and maintenance of public works and utility projects; ability to perform difficult engineering computations and to make comprehensive recommendations on engineering problems and planning; ability to establish effective working relationships with City officials, employees, contractors and the general public; ability to communicate complete ideas effectively, orally and in writing; ability to calculate complex cost reports.

### **SPECIAL REQUIREMENT**

Registration as a professional engineer in the State of North Carolina.

