Job Announcement

20230196 Civil Engineer I/ Civil Engineer II – Stormwater Quality Program

CLOSING DATE: Open Until Filled

APPLY ONLINE AT LONGMONTCOLORADO.GOV/JOBS

Department: Public Works & Engineering
Division: Engineering Services

Hiring Range: Civil Engineer I - $7,109 - $7,899/month
Civil Engineer II - $8,540 - $9,489/month
Monday – Friday, 8:00am – 5:00pm
Occasional evenings and weekends
Regular Full-time with Benefits

Benefits include: Medical, Dental, Vision, Flex Spending, Defined Benefit Pension Plan, 401(a) Money Purchase Plan, Life & Survivor, Term Life & AD&D, Long Term Disability, Bereavement, Jury & Witness Duty, FMLA, Military Leave, Sick, Vacation, Holiday pay, EAP, Tuition Assistance.

Other benefits: Optional, employee elected, voluntary benefits are available.

Open Until Filled positions may close without advance notice. To be considered, please apply as soon as possible.

Definition:

Civil Engineer I: Perform all engineering functions in the administration, design, construction observation, project management, and standardized engineering work involved in standard municipal public works and utilities projects, with a primary focus on stormwater quality, drainage engineering, low impact development, and pollution mitigation. This job classification encompasses entry-level to journey-level work in the professional engineer series. Incumbents in this classification manage less complex projects and engineering work is performed under direct supervision of the Stormwater Program Manager/Sr Civil
Engineer. Work is reviewed upon completion. Assignments are generally routine or closely related within a framework of established procedures. As the incumbent’s development and use of judgment and analytical skills and knowledge advance, the degree of independent resolution of more complex engineering problems, work assignments and tasks should increase.

Civil Engineer II: Perform all engineering functions in the administration, design, construction observation, program management, and engineering work involved in complex municipal, public works and utilities projects, with a primary focus on drainage engineering, stormwater quality, low impact development, and pollution mitigation. This is the fully functioning journey-level classification in the engineering series. This position works under general supervision of the Stormwater Program Manager/Sr Civil Engineer and is expected to complete complex engineering assignments requiring the use of judgment and initiative in developing solutions to problems, interpreting general policies, and determining work assignments. Work at this level is distinguished by greater complexity of the assignments received and by the greater independence with which an incumbent is expected to operate. Responsibilities typically include the technical supervision of engineering, technical, and labor positions within the scope of drainage engineering, stormwater quality, low impact development, and pollution mitigation.

**Principal Duties:**

**Civil Engineer I:**

- Serve as project engineer or project manager in the area of stormwater quality and drainage for public works and utilities projects, including capital improvement projects, and development review projects. Establish responsibility and accountability for routine infrastructure design, construction and post-construction engineering assessments. Provide routine cost-benefit analyses support for all permanent stormwater controls and low impact development techniques. Provide technical support of permanent stormwater controls and low impact development techniques.

- Assist in the implementation stormwater asset management solutions and associated stormwater modeling solutions to assist in the analysis of drainage infrastructure related to function, long-term operation, and environmental compliance.

- Administer and ensure compliance with City standards, codes, and specifications on development projects.

- Participate in the development of designs, plans, specifications, construction scheduling, and estimates for the construction of stormwater quality-related infrastructure within public and private development projects.
• Review construction plans prepared by consulting engineers. Prepare specifications and plans, and calculate cost estimates for assigned engineering projects.

• Perform field inspections of stormwater infrastructure on current and past projects. Develops and maintains inventory and condition assessment of the city’s stormwater infrastructure, including documentation through asset management systems. Assist in resolution of engineering problems impacting compliance, inspection, and development. Interpret specifications, and provide information on pertinent City code and policy.

• Check computations and specified materials for accuracy and compliance with regulations. Monitor performance and check plans to ensure contractor compliance with City specifications, environmental regulations, and design standards.

• Maintain project and stormwater infrastructure records and documentation.

• Participate in the upgrade of City design standards, criteria manuals, and specifications.

• Prepare periodic project status reports. Provide performance and task analysis required to complete projects.

• Perform engineering studies under direction of a supervisor and make appropriate recommendations.

• Respond to citizen complaints and issues regarding engineering problems.

• Assist in the coordination of engineering and construction related activities with other City divisions and departments, development schedules, and outside agencies.

• Request survey, mapping, and data collection.

• Research publications and industry information sources.

May attend City commission, board, and committee meetings and neighborhood meetings related to assigned public works and utilities projects.

• Build alliances, foster effective teamwork and build constructive relationships within and between individuals and other work groups. Coordinate activities with other City departments, divisions, outside agencies, the public and contractors.

• Demonstrate behavior that sets a positive example for integrity, fiscal responsibility and professionalism.
• Resolve standard customer issues. Evaluate customer services and make appropriate adjustments.

• Attend professional group meetings; and stay abreast of new trends and innovations in the field of Civil Engineering, with a particular focus on stormwater quality, drainage engineering and low impact development.

Civil Engineer II:

• Serve as subject matter expert, project engineer or project manager in the area of stormwater quality and drainage for major and complex public works and utilities projects, including capital improvement projects, and development review projects. Establish responsibility and accountability for infrastructure design, construction and post-construction engineering assessments. Provide cost-benefit analyses support for all permanent stormwater controls and low impact development techniques. Provide technical expertise in support of permanent stormwater controls and low impact development techniques.

• Supervise and review the development of designs, plans, and specifications, construction scheduling, and estimates for stormwater quality-related infrastructure in the construction of public works and utilities projects. May assist or direct engineering fieldwork related to stormwater infrastructure.

• Establish stormwater asset management solutions and associated stormwater modeling solutions to assist in the analysis of drainage infrastructure related to function, long-term operation, and environmental compliance.

• Review construction plans prepared by consulting engineers and resolve related issues. Prepare and review specifications and plans and calculate cost estimates for diverse engineering projects, with a particular focus on integrating stormwater drainage infrastructure and low impact development techniques into such projects.

• Perform field inspections on various projects. Resolve complex engineering problems, interpret specifications, and act as expert on pertinent City code and policy.

• Check and review computations and specified materials for accuracy and compliance with regulations. Monitor performance and check plans to ensure contractor compliance with City specifications.

• Administer and ensure compliance with City standards, codes, and specifications on development projects. Assist in the development and modification of City codes, standards, and specifications.
• Prepare periodic project status reports. Provide performance and task analysis required to complete projects.

• Review and make recommendations on technical reports and studies. Act as technical resource expert in engineering matters.

• Respond to and resolve citizen complaints and issues regarding engineering problems. Acts as a representative of the City in resolution of issues.

• Coordinate and negotiate engineering and construction related activities with other City divisions and departments, development schedules, and outside agencies.

• Oversee and review survey, mapping, and data collection, particularly in support of modeling of the storm sewer system.

• May supervise, train, and evaluate professional and technical subordinates.

• Serve as City representative to a variety of City commissions, boards, committees, and neighborhood meetings related to assigned public works and utilities projects.

• Attend professional group meetings; and stay abreast of new trends and innovations in the field of Civil Engineering, with a particular focus on stormwater quality, drainage engineering and low impact development.

• Build alliances, foster effective teamwork and build constructive relationships within and between individuals and other work groups. Coordinate activities with other City departments, divisions, outside agencies, the public and contractors.

• Demonstrate behavior that sets a positive example for integrity, fiscal responsibility and professionalism.

• Resolve customer issues. Evaluate customer services and make appropriate adjustments.

**Working Environment:**
The job is performed primarily in an office environment, but requires field visits and inspections. Field work may require use of personnel protective safety equipment and work near or in areas requiring compliance with special safety procedures. The job entails constant sitting, ability to read and understand detailed documents, blueprints, maps, and other printed materials. Requires the ability to use language and math, reason and solve problems, communicate clearly and concisely with co-workers and the public. Must be able to work under stress, manage multiple tasks concurrently, and handle frequent interruptions. The job also entails frequent light (under 15 lbs.) lifting and carrying, reaching and bending or stooping, twisting, driving, and
the use of near and far vision. Work may require occasional moderate (15-40 lbs.) lifting and carrying, pulling, pushing, climbing, crawling and kneeling or squatting. Employees may be exposed to noise, dust, fumes, solvents, slippery or uneven walking surfaces, machinery and moving vehicles, working in and around water. The job requires working alone, as well as working closely with others.

**Qualifications:**

**Civil Engineer I:** Any combination of education and experience equivalent to a Bachelor’s Degree from an accredited college or university with major course work in Civil Engineering or related field. *Special Qualifications:* Enrolled as an engineer-intern with the State of Colorado, having passed the FE exam is required. Two years of approved work experience or education can be substituted for the engineering-intern enrollment or other state equivalency. Current Colorado driver’s license required.

**Civil Engineer II:** Any combination of education and experience equivalent to a Bachelor’s Degree from an accredited college or university with major course work in Civil Engineering or a related field and four or more years of experience performing engineering work. Special Qualifications: Registration as a Professional Engineer in the State of Colorado is required. A Master’s Degree or two or more years of approved additional experience may be substituted for the Professional Engineer Certification. Possession of a valid Colorado Driver’s License.

*Special Qualifications:* Registration as a Professional Engineer in the State of Colorado is required. A Master’s Degree or two or more years of approved additional experience may be substituted for the Professional Engineer Certification. Possession of a valid Colorado Driver’s License.

**Selection**

The selection process will include complete job description review, personal interview, background investigation, criminal background check, and substance screening.

**DEADLINE: Open Until Filled**

An **ONLINE APPLICATION is required. This job is Open Until Filled.** The online application process is available for this position on our website at [www.longmontcolorado.gov/jobs](http://www.longmontcolorado.gov/jobs). Resumes will be accepted in lieu of the full City Application; however, they must be submitted via the City application site for consideration. **Open Until Filled positions may close without advance notice. To be considered, please apply as soon as possible.** For more information, call (303) 651-8609.

The City of Longmont offers Equal Opportunity for employment to all qualified applicants. It is the policy of the City of Longmont not to discriminate on the basis of race, color, religion, creed, national origin, sex, sexual orientation, age, ancestry, veteran status, or disability unless related to a bona fide occupational requirement. If you need special assistance in the selection process, please contact the Human Resources Department in advance to make arrangements.
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