



JOB TITLE:	<b>FACILITIES ENGINEER</b>	DIVISION:	<b>DISTRICT – ENGINEERING</b>
REPORTS TO:	<b>DIRECTING CIVIL ENGINEER – INSPECTION &amp; MAINTENANCE SUPPORT</b>	EEO CATEGORY:	<b>02 - PROFESSIONAL</b>
FLSA:	<b>NON-EXEMPT</b>	SAFETY- SENSITIVE:	<b>YES (Public Safety)</b>
CLASSIFICATION:	<b>REPRESENTED</b>	LOCATION:	<b>SAN FRANCISCO</b>

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

### Position Summary

Under general direction, performs work in connection with a wide variety of engineering projects related to inspections, repairs and upgrades of District bridges, buildings and other structures and facilities. May manage projects involving architectural and engineering personnel engaged in the planning, design and construction phases of District facility projects. Coordinates and implements engineering methods and policies affecting a wide range of engineering activities involved in facility inspections, repairs and upgrades of District facilities; maintains contacts with architectural and engineering consultants, governmental agencies, general public and contractors in connection with facility engineering matters; reviews engineering calculations, plans, specifications and technical papers.

### Essential Responsibilities

- Prepares and leads the preparation of reports, calculations, design plans, specifications, schedules, cost estimates and other materials related to the planning, design, maintenance repairs and construction phases of District facility projects and refers them to Directing Civil Engineer for final approval
- Prepares and refers to the District Engineer or designee, contract documents and agreements for the planning, design and construction phases of District facility projects
- Oversees work of and manages contracts with professional architectural and engineering consultants, contractors, utility companies, property owners
- Confers with other departments and regulatory agencies relative to engineering District facility projects and work programs to ensure proper coordination of all related activities and responsibilities
- Makes field trips and inspections to resolve differences of opinion between engineers and contractors' representatives as they relate to facility repairs and improvements
- Conducts and attends conferences and meetings in connection with planning and design of improvement and construction projects
- Makes oral presentations
- Knows and follows the safety and health rules and safe working practices applicable to his or her job



- Ensures that employees under his or her supervision follow established safe work practices and obey all safety rules
- Establishes and maintains effective working relationships with District employees, customers, vendors and all others contacted during the course of work using principles of excellent customer service
- Performs additional related duties as assigned
- Regular and reliable performance and attendance is required

## Required Knowledge, Skills and Abilities

### Knowledge of:

- Modern engineering methods and techniques and the strengths and uses of construction materials, such as timber, steel, and concrete, etc.
- Local municipal codes and latest codes on UBC, fire prevention, Federal and Cal OSHA, etc.
- Current energy-efficiency regulations as applicable to buildings
- Various phases of transportation engineering and systems planning, economics, and finances
- Factors which influence the impact of transportation facilities on the environment, the community, and the economy
- Principles and techniques of contract administration

### Skill in Ability to:

- Use computers, including proficiency with spreadsheets and computer drafting
- Originate and check design details, cost estimates, plans, specifications and contract documents
- Meet and consult with professional engineering personnel and public, private and community officials on engineering problems
- Plan the work and judge work quality of others,
- Prepare technical correspondence and complete comprehensive reports
- Prepare articles for publication and address audiences effectively
- Analyze situations accurately and adopt an effective course of action



## Minimum Qualifications

### Education and Experience Requirements:

- Bachelor's degree in Architecture or Civil Engineering or closely related field
- Eight years' progressively responsible experience in design, estimating, specification preparation, contract preparation, related phases of engineering and inspection of construction projects, including five years of lead person experience over construction and/or facility condition inspections.

### Required Licenses

Must possess and maintain a current, valid California Driver's License and a satisfactory driving record. Operates District Vehicles on a regular basis.

### Physical Requirements:

Must inspect construction work on the Golden Gate Bridge, other structures and buildings, climb scaffolds, catwalks and ladders. Work from heights. Work outside in all weather conditions. Work over water. Carry harness and test or inspection equipment. Occasionally enter into trenches and other excavations. Vision to read printed materials and a computer screen. Hearing and speech to communicate in person and over the telephone. Routine use of computer, telephone and other office equipment. Ability to travel to District facilities.