



JOB TITLE:	SENIOR ENGINEER	DIVISION:	DISTRICT – ENGINEERING
REPORTS TO:	DIRECTING CIVIL ENGINEER	EEO CATEGORY:	02 – PROFESSIONAL
FLSA:	NON-EXEMPT	SAFETY-SENSITIVE:	YES (Public Safety)
CLASSIFICATION:	REPRESENTED	LOCATION:	SAN FRANCISCO

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 responsible professional administrative work in connection with a variety of engineering projects. May direct professional and paraprofessional engineering personnel engaged in the planning, design and construction phases of engineering projects. Responsibilities include developing , coordinating and executing engineering methods and policies affecting a wide range of engineering activities, regular contact with professional engineering consultants, government agencies, involved communities and contractors in connection with complex and difficult engineering matters, overall supervision and review of detailed and complex engineering plans, specifications and technical papers, and performs related duties as required.

Essential Responsibilities

- Prepares reports, estimates and other materials related to the planning, design and construction phases of engineering projects and refers them for final approval
- Prepares and refers to the District Engineer, contract documents and agreements for the planning, design and construction phases of engineering projects with professional engineering consultants, contractors, utilities and governmental agencies.
- Confers with other departments and agencies relative to engineering projects and work programs to ensure proper coordination of all related activities and responsibilities
- Makes field trips and inspections to resolve serious differences of opinion between engineers and contractors representatives as they relate to design matters
- Conducts and attends conferences and meetings in connection with planning and design of improvement and construction projects
- Prepares and supervises the preparation of a variety of engineering data and reports in connection with future planning of construction and development projects
- Knows and follows the safety and health rules and safe working practices applicable to their job
- Regular and reliable performance and attendance are required



Required Knowledge, Skills and Abilities

Working knowledge of:

- Modern engineering methods and techniques and the strengths and uses of construction materials
- Engineering features of design and construction problems
- Various phases of transportation engineering and systems planning
- Transportation economics and finances
- Factors which influence the impact of transportation facilities on the environment, the community and the economy
- Principles and techniques of administration, personnel management and supervision

Ability to:

- Originate, prepare and check designs, details, estimates, plans, specifications and contract documents
- Meet and consult with professional engineering personnel and public, private and community officials on engineering problems
- Plan and direct the work of others, judge work quality and performance
- 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/or Experience:

- Bachelor's degree in Civil or Mechanical Engineering or closely related field
- Five years' progressively responsible experience in design, estimating, specification preparation, contract preparation, related phases of engineering and inspection of construction projects, including one year supervisory experience

Required License:

- Operates District vehicles on a regular basis
- Registered as a Civil or Mechanical Engineer in the State of California (P.E.)
- 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. Carry test, inspection and survey equipment that may weigh up to 50 pounds. Occasionally crawl through pipes, trenches and other excavations. Work from heights. Work outside in all weather conditions. Work on and over water. 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.

This position may have a potential for or actual exposure to lead. Pursuant to OSHA regulations, District employees are not exposed to lead at concentrations greater than 10 micrograms per cubic meter ($\mu\text{g}/\text{m}^3$) of air averaged over an 8-hour period.