Town of Oro Valley Classification Description

Title: **CIVIL ENGINEERING DESIGNER**   Department: Public Works
Job Code: 3155   Salary Grade: 115
FLSA Status: Exempt

POSITION SUMMARY:

Under general supervision, provides designs of public improvements including street and utility designs and drainage improvements.

ESSENTIAL JOB FUNCTIONS:

A. Designs public improvements including street, drainage and utilities.
B. Tracks details and cost estimates of assets in the public right-of-way for the Town.
C. Performs cost analysis, drainage, plan and field reviews and pavement management.
D. Researches, analyzes and solves problems with buildings infrastructure.
E. Assists in the inspection of streets, subdivisions, drainage structures, grading, retaining walls and culverts.
F. Attends training and schooling to continue phases of engineering and designing.
G. Manages and maintains printers and plotters in the Division office.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of applicable Town, state and Federal statutes, ordinances, codes, rules and regulations governing engineering.
- Knowledge of long and short range planning and development techniques and procedures.
- Knowledge of civil engineering, project management, construction methods and techniques.
- Knowledge of computer assisted drafting and design practices and methods.
- Skill in designing public improvements and structures.
- Skill in working within deadlines to complete projects and assignments.
- Skill in assessing, analyzing, identifying and implementing solutions to complex problems.
- Skill in verbal and written communication.
- Skill in establishing and maintaining effective working relationships.

MINIMUM QUALIFICATIONS:

- A Bachelor's degree in Civil Engineering or related field.
- Three (3) years' experience in engineering, construction inspection and/or engineering design; **OR** an equivalent combination of education and experience.

ENVIRONMENTAL FACTORS and WORKING CONDITIONS:

- Work is performed in indoor and outdoor environments.