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HUDSON



JOB OPPORTUNITY

Senior Engineer

Current Pay Range (K); \$33.26 - \$48.12 per hour (depending upon qualifications)

Following is a brief overview of the position. Please review the entire job description (attached) for a complete listing of the essential duties, responsibilities, physical demands and working environment, minimum qualifications, and other requirements of this position.

Class Summary

Performs highly responsible professional engineering work related to local government engineering. Generally, incumbent provides project engineering and management assistance for various types of public and private projects; provides supervision, instruction and guidance to contractors, consultants, clerical and other support staff; reviews and corrects work and procedures as required. Work is performed independently and is reviewed in progress or upon completion for adherence to sound engineering practices.

Minimum Qualifications

Work requires possession of a current Ohio registration for Professional Engineer (P.E.) license and a Bachelor of Science in Civil Engineering (BSCE), or other engineering degree related to assignment. Professional and considerable experience in engineering design, project management, preferably in the traffic, signal and roadway engineering field.

How to Apply

Employment application forms may be viewed and printed at www.hudson.oh.us. Completed employment application with resume attached must be submitted either by email to HumanResources@hudson.oh.us or via fax to (330) 342-1794. Please put in the email subject line Senior Engineer. **Completed application with resume must be received no later than 4:00 p.m. on Monday, August 9, 2021 at 4:00 p.m.** EOE

The City of Hudson is an Equal Opportunity Employer and maintains a policy of Equal Employment Opportunity for all employees and applicants. The City of Hudson does not discriminate in employment or the provision of services on the basis of race, color, national origin and ancestry, gender (sex), religion, age, disability, sex (wages), military status, genetic information, pregnancy, or any other characteristic protected by Federal or State law.

Date Posted: 07/15/2021

City of Hudson, Ohio
SENIOR ENGINEER

FLSA Status: N

Non-Bargaining

Updated: 07/14/2021

CLASS SUMMARY

Under the general direction of the City Engineer and/or Assistant City Engineer, incumbent performs highly responsible professional engineering work related to local government engineering. Generally, incumbent provides project engineering and management assistance for various types of public and private projects; provides supervision, instruction and guidance to contractors, consultants, clerical and other support staff; reviews and corrects work and procedures as required. Work is performed independently and is reviewed in progress or upon completion for adherence to sound engineering practices. Dependent upon qualifications, incumbent will plan, design, and serve as construction manager of various studies and improvement projects including connectivity-type projects (i.e. roadway, sidewalk and trail projects) traffic related projects (i.e. signal, intersection improvements) and/or utility related projects (i.e. drainage, water distribution, etc.)

ESSENTIAL DUTIES AND RESPONSIBILITIES *(Any one position may not include all the duties listed nor do the listed examples include all duties which may be found in positions of this class. Allocation of positions to this class will be determined on the amount of time spent in performing the primary duties.)*

Coordinates, manages, and interacts with City staff and engineering consultants on studies, preliminary designs, final designs and construction services for all traffic, roadway, connectivity (sidewalks, trails, etc.), and utility related projects. Provides project engineering, coordination and management assistance for various types of projects as well as supporting proposed residential, commercial, and industrial development. Investigates and coordinates resolution for resident complaints involving construction projects, traffic signal, roadway signage/markings, drainage, water-system or other related City functions. Shall review for compliance, private and public improvement projects including roadway, traffic signal, sidewalk, utilities, trails/paths, site plans and survey plats. Shall monitor, coordinate updates, and assist with maintenance of the City's traffic signal system as needed.

Shall attend evening meetings including Planning Commission, Council, or other City-related and outside governmental agencies as directed. Serves as liaison to Engineering Department and follows up on Council and other governmental agency activities as directed by the City Engineer. Generates and provides reports as needed to answer questions, concerns and needs of the public.

Receives and addresses calls from the public pertaining to traffic signal, sidewalk/roadway safety, drainage and other calls as needed. Assesses the nature of the call and makes field visits to ascertain issue as either a public or private matter. Coordinates corrective measures as needed.

Ensures projects are designed with sound engineering judgment and represent the best interest of the City and its residents including evaluation and implementation of innovative ideas and engineering concepts.

May be required to respond after hours, including holidays and weekends, in the event of a departmental or City-wide emergency.

Utilizes sound principles and practices of government project management and methods of evaluating construction contract compliance.

Coordinates with contractors and consultants, visits and inspects sites and collects field data related to City engineering design and construction projects. Provides general engineering design services and

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construction supervision services for City projects; makes recommendations of prioritization for projects within engineering specialty to the City Administration and City Council including the development, planning and coordination of a capital program.

Develops project costs estimates, detailed technical specifications and contract documents; prepares cost benefit alternatives for City projects; prepares departmental and project budgets; advises and assists the general public, surveyors, engineers and general contractors on field locations, procedures and City specifications.

Operates computer programs and printing and plotting machines to output a variety of engineering documents, including reports, charts, plans, maps and records. Performs other statistical work requiring the application of engineering and computer knowledge. Prepares monthly, annual and project reports.

Oversees the development of an effective transportation/utilities program to meet the City's infrastructure goals and needs. Reviews and researches design and construction methodologies, materials and other infrastructure technology and software developments.

Oversees the development of an effective repair and maintenance program related to engineering specialty; reviews and researches design and construction methodologies, materials and other infrastructure technology and software developments.

Performs research work for field data and collection relating to providing information and assistance to the general public for specific and general concerns, questions and problems.

Works in close cooperation and coordination with other civil engineers, and all other City departments to meet the needs of the public.

May act for the City Engineer or Assistant City Engineer during absences or as directed.

Must provide a high level of customer service by being courteous, responsive, respectful and helpful in all interactions with staff, superiors and the general public.

Must establish and maintain effective working relationships with superiors, colleagues, co-workers, developers, residents, City officials, property owners, and contractors.

Train as directed.

May perform other related duties as assigned.

Must have regular, reliable, and punctual attendance.

Must follow and comply with City rules and policies.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT *(The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)*

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Occasional physical effort required in walking, standing, climbing and lifting while performing investigations and data gathering; work may be performed under varied conditions involving some disagreeable factors such as climatic conditions, odors, wastes, dirt, dust, noise and vehicular traffic while driving to, visiting and working in streets and on construction projects. Must be able to travel regularly during the day and night by motor vehicle in order to perform on-site investigations and make public speaking engagements. Spends part of the time in the field (20%) and office (80%).

MINIMUM QUALIFICATIONS

Work requires possession of a Bachelor of Science in Civil Engineering (BSCE), or other engineering degree related to assignment. Professional and considerable experience in engineering design, project management, preferably in the traffic, signal and roadway engineering field, or any equivalent combination of education and/or experience that provides the following knowledge, skills and abilities:

Considerable knowledge of fundamental engineering and design work as applied to the planning, location, and construction of projects within the City for the engineering specialty to which assigned. Considerable knowledge of civil engineering design methodology within specialty field, including ability to interpret and apply local, Federal and State engineering standards, policies and procedures.

Considerable construction experience.

Skill in writing bids and construction contracts. Skill in the use of computer aided design, MS Office (Word and Excel), surveying, drafting, and computing equipment and instruments.

Ability to make simple drawings and complex technical computations. Ability to create, interpret and utilize technical engineering plans, maps, specifications and reports.

Ability to speak to small and large audiences clearly and effectively. Ability to write memos, reports and presentations clearly and effectively. Ability to prepare cost estimates and to analyze and process contractor's pay request.

Ability to establish and maintain effective working relationships with other employees and contractors. Ability to establish and maintain effective communications with the public.

Ability to manage a variety of tasks and projects. Ability to solve problems and use initiative and independent judgment within established procedural guidelines.

Skill in establishing and maintaining effective working relationships with superiors, colleagues, co-workers, developers, residents, City officials, property owners, and contractors.

LICENSE, CERTIFICATE, OR OTHER REQUIREMENTS *(All required licenses and certificates must be current, and the privileges granted under each cannot be suspended or otherwise encumbered.)*

State of Ohio Professional Engineering (P.E.) license.

State of Ohio driver's license.

Professional Traffic Operation Engineer (PTOE) - preferred.