

TOWN ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: This is professional work of considerable difficulty including responsibility for the preparation, design, development, construction, maintenance, operation and/or inspection of engineering projects within a town. Does related work as required. Work is performed in accordance with established policies permitting wide latitude for independent action and requiring a high degree of professional judgment. The position may involve supervision of engineering and/or clerical employees. This is both an appointed Town Officer and a Public Officer position.

TYPICAL WORK ACTIVITIES:

Supervises and participates in the preparation, review and revision of plans, specifications and designs of proposed engineering projects;
Directs preliminary studies, investigations, estimates and the preparation of drawings of proposed projects;
Performs technical research and prepares reports of findings;
Prepares bidding sheets for the purchase of materials and equipment;
Reviews specifications of private contractors;
Directs inspections of private contract construction.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of civil engineering; thorough knowledge of modern methods and techniques as applied to the design, construction and maintenance of public works; thorough knowledge of engineering research and economics; ability to plan, lay out and supervise engineering activities; initiative and resourcefulness in solving engineering problems; good professional judgment.

MINIMUM QUALIFICATIONS: Possession of a Professional Engineer's license issued by the State of New York, the qualifications for which must have included or been supplemented by five (5) years in civil engineering.

PUBLIC OFFICER: As a Public Officer, one must be at least 18 years of age, a citizen of the United States, a resident of the municipality in which employed and must not have been convicted of a violation of selective training and service acts of the United States.

NOTE: As an appointed Town Officer, the Town Engineer shall hold office until the first day of January next succeeding the first biennial town election held after the time of their appointment.

SPECIAL REQUIREMENT: Must maintain the Professional Engineer's license issued by the State of New York throughout the course of employment in this title.

R.C.D.P. (10.08.2015) 04.08.2019
Competitive
Non-competitive (T/SP)