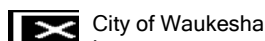


CITY OF WAUKESHA
invites applications for the position of:



Engineer II

SALARY: \$70,611.00 - \$95,234.00 Annually

OPENING DATE: 03/02/20

DESCRIPTION:

This position manages public works construction projects of various size and complexity from project development through completion, providing general supervision over contracted field crews throughout the assigned project.

Starting Salary: \$70,611.00; maximum \$95,324 achieved through merit increases.

EXAMPLES OF ESSENTIAL DUTIES:

General:

Serves as Project Engineer for the design and construction of various public works projects including but not limited to sanitary and storm sewers, sanitary and storm pumping stations, roadway, flood mitigation and assists with traffic signal and street lighting facilities. Work may include:

- prepares plans and construction documents;
- prepares estimates for bidding;
- coordinates with other City staff and outside agencies;
- answers contractors, alderperson(s) and resident questions;
- Oversees the construction and visits construction site;
- Prepares invoices for assessments to residents and other agencies;
- Prepares partial and final payments to contractors

Designs and drafts various projects (i.e., storm sewer, sanitary sewer and road construction in Civil 3D and/or assists engineering technicians with drafting as needed.

Attends Board of Public Works and Council or other committees/commissions meetings as necessary.

Works with City's GIS system to utilize information available; updates the various infrastructure mapping systems.

Assists Finance Department with City infrastructure information for the Government Accounting Standards Board (GASB) annually; tracks all infrastructures (i.e., streets, storm sewer) including street ROW or easements that have been added through road construction projects, new development and annexation.

Assigned Duties Related to Site Development Review:

1. Reviews site development civil construction drawings including civil site plans, utility plans, plats, CSMs, utility and storm water record drawings, and storm water management plans for compliance with City ordinances and other regulatory requirements. Responsible for quantifying Engineering Staff reviews for Plan Commission.
2. Calculates and coordinates impact fees and letter of credit deposits for site developments; prepares Developer's Agreements for site developments; coordinates City representative signatures for city CSM and plat approvals.
3. Addresses concerns and information requests from residents and developers.
4. Reviews legal descriptions for various types of right-of-way documents.
5. Assists with reviews and coordination of FEMA Floodplain documents.

Assigned Duties Related to Storm water:

1. Assists in preparing and following the City's DNR NR 216 storm water management plan.
2. Investigates and reports on residents' concerns relating to the storm sewer system; works with residents to solve drainage problems.
3. Interacts with the public, developers, consultants, contractors, government agencies and internal staff on all matters related to the storm sewer systems.
4. Reviews and comments on plans and documents developed by fellow City engineering staff and consultants and developers.
5. Provides project management for storm sewer and flood mitigation projects.
6. Prepares, reviews and coordinates completion of storm water record drawings.
7. Plan, analyze and modify existing and future hydraulic models for City watershed using XP SWMM, HEC RAS, HEC HMS etc.
8. Utilize hydrologic models to implement a real-life application.
9. Plan, analyze and design water quality / BMP facilities.
10. Assists with on call Digger's Hotline Emergency Marking. Job may include job site visit to mark City utilities as the hotline call dictates.
11. Assist in preparation and review of annual city MS4 permit and planning for future requirements.

TYPICAL QUALIFICATIONS:

Graduation from an accredited college or university with a degree in Civil Engineering and additional Professional Engineer licensing, plus 4 - 6 years of experience as an engineer which provides the following knowledge, ability and skills:

- Principles and practices, regulations and laws of Civil Engineering.
- Office and field work related to the preparation of plans, charts, reports and construction of engineering projects.
- Construction and maintenance laws, codes, department rules, regulations and policies.
- The use of standard office equipment, including computers and relevant software programs.
- Prepare and interpret complex drawings, plans, graphs, charts, maps and specifications.
- Read, analyze and interpret common scientific and technical journals, financial reports and legal documents.
- Perform heavy physical tasks under varying weather conditions.
- Establish and maintain effective working relationships with engineering consultants, developers, contractors, coworkers and the general public.
- Oral and written communications.
- The application of modern civil engineering techniques and methods to solve operating problems.
- Preparing clear, comprehensive, and concise technical reports and evaluations of engineering problems.
- The use of specialized equipment and technology.

Necessary Special Requirements:

Professional Engineer License; valid Wisconsin driver's license.

SUPPLEMENTAL INFORMATION:

The physical demands 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.

- Work is performed mostly in an indoor office setting, where hand-eye coordination is necessary to operate computers and various pieces of office equipment; employee also does work outdoors in all types of weather and is, at times, exposed to hazardous conditions when making an inspection or working out in the field.
- Specific vision abilities required by this job include close vision, prolonged visual concentration and the ability to adjust focus.

- While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk and hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms.
- The employee is occasionally required to bend, climb, balance, stoop, kneel, crouch, or crawl.
- The employee may occasionally be exposed to adverse weather and other unpleasant conditions such as heat, cold, wetness and humidity; odors, noise, vibrations, toxic agents, heavy machinery and street traffic

The employee must occasionally lift and/or move up to 50 pounds.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.waukesha-wi.gov>

Position #00184
ENGINEER II
PK

201 Delafield Street, Room 205
Waukesha, WI 53188
262-524-3744

HR@waukesha-wi.gov

Engineer II Supplemental Questionnaire

- * 1. Are you familiar with Civil 3D pipe networks?
 Yes No
- * 2. Have you successfully applied for a WDNR NOI Permit?
 Yes No
- * 3. Have you reviewed a grading plan with greater than 6 lots?
 Yes No
- * Required Question