

## **ENGINEER**

Code No.: 3-14-254  
COMPETITIVE

**DISTINGUISHING FEATURES OF THE CLASS:** This is an engineering position responsible for a particular civil engineering function, program, or project. Work may involve areas of traffic engineering, highway and/or bridge design or construction, water or sewage systems design, construction or treatment, environmental engineering, or other civil engineering fields. The employee reports directly to, and works under general supervision from senior-level engineering staff. General supervision may be exercised over lower-level engineering staff, such as an Assistant Engineer. Does related work as required.

**TYPICAL WORK ACTIVITIES:** (All need not be performed in a given position. Other related activities may be performed although not listed.)

Prepares technical reports and analysis of engineering projects;

Prepares preliminary and final highway and bridge plans including horizontal and vertical alignments and cross section;

Designs improvement projects, such as new sewers, roadways, and sidewalks;

Prepares plans and specifications for construction projects, including mapping, drafting, and estimating cost;

Reviews plans for new developments;

Analyzes the environmental impact of public works' projects on air and water quality and on noise level;

Files applications for permits;

Conducts investigations and surveys on public road conditions, traffic characteristics, environmental impact, and public work installations;

Prepares reports to reflect studies and surveys;

Answers complaints and questions from residents concerning drainage, water, sewer, and traffic problems;

Confers with engineering personnel, contractors, or consultants on public work projects;

Meets with town officials and town residents to discuss proposed projects;

Trains and manages a subordinate staff;

Prepares computer program formats for use by engineering department;

Inspects work in process for conformance with plans and specifications;

Manages and oversees a small to medium-size project from scoping to construction phase.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:** Good knowledge of civil engineering principles and theory; good knowledge of the engineering aspects of public works construction, maintenance and design, public works planning, engineering, and environmental analysis; good oral and written communication skills; ability to develop and evaluate engineering concepts and decisions in drawings, designs, and specifications; ability to draft using traditional and computer-aided design methods and equipment; ability to collect and organize engineering data; ability to prepare narrative and technical reports on engineering activities; ability to assess environmental impact of public works installations; ability to establish and maintain

effective working relationships with consultants, staff, other departments, agencies, and the public; ability to direct the work of others; initiative; resourcefulness; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma, plus EITHER:

- (A) Graduation with a Master's degree in engineering, construction management, or a closely related field; OR,
- (B) Graduation with a Bachelor's degree in one of the fields mentioned in (A) above, plus two (2) years paid full-time or its part-time equivalent experience in engineering; OR,
- (C) Graduation with an Associate's degree in one of the fields mentioned in (A) above, plus four (4) years paid full-time or its part-time equivalent experience defined in (B) above; OR,
- (D) Six (6) years paid full-time or its part-time equivalent experience defined in (B) above; OR,
- (E) Possession of a New York State Professional Engineer's license in a Civil discipline or possession of a Professional Engineer's license in a Civil discipline issued by a state having reciprocity\* with New York Professional Engineering licensure standards, and which license was obtained by written examination; OR,
- (F) An equivalent combination of education and experience as defined by the limits of (A), (B), (C), (D), and (E) above.

\*Where, in order to meet the Professional Engineering's license requirement, an individual is appointed by using the process of reciprocity, the probationary period is not considered complete until the employee has received the Professional Engineer's license issued by the State of New York. The license must be obtained during the 12-month probationary period.

**NOTE:** Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

**SPECIAL REQUIREMENT:** If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the job.

Monroe County Civil Service Commission

**ADOPTED:** May 10, 1990

**REVISED:** December 9, 1999

**REVISED:** November 8, 2001

**REVISED:** September 6, 2007

**REVISED:** October 2, 2025