



The City of Meriden, Department of Public Works is seeking an experienced Associate City Engineer. Considerable progressively responsible experience in Public Works/background in Water and Sewer, including supervisory/administrative experience is required. Through knowledge of engineering as related to municipal public works is desired. State of Connecticut Professional Engineer license is required.

Must have excellent public relations and public speaking skills.

Nature of Work:

This is a professional engineering position of extreme difficulty requiring supervision of the engineering staff in cooperation with, and under the direction of the City Engineer.

The Associate City Engineer acts as City Engineer in the absence of the City Engineer. Provides supervision over Assistant City Engineers and directly manages all survey crews, construction inspection and Building Maintenance crews for the City.

Work involves responsibility for the preparation and design of plans, specifications, estimates, and reports in connection with the construction, operation and maintenance of a variety of civil engineering projects. Duties include laying out assignments for professional and sub-professional personnel in the field and office design of small structures, the layout of streets, the design of sanitary and storm water sewers and water mains, and general supervision of construction. Work of this class permits the exercise of designs and the preparation of plans, estimates, and specifications for municipal public works projects. General assignments and instructions are received from the City Engineer who outlines the general methods and limitations of projects. Work is reviewed by the evaluation of accomplishments and the technical analysis of the more difficult and important engineering recommendations and decisions.

Examples of Work:

Supervises the work of survey crew making preliminary location, construction or relocation surveys for streets, sidewalks, culverts, drains, water or sewer line extensions, playgrounds or park construction projects. Reviews drainage computations, site plans, sub-division layouts and other development proposals with

the City. Supervises the work of construction and/or Public Works Facilities Inspectors and maintains inspection reports on all infrastructure activity within the City.

Designs and makes complete engineering plans for street paving, sidewalks, water works extensions, storm drains, small bridges, abutments, small buildings, sanitary and storm water sewers and other facilities and structures incidental to municipal public works programs.

Prepares specifications and contracts and computes estimates of quantities and costs; prepares right-of-way agreements, description of properties leased to by the City; performs engineering reports and studies as related to the Public Works Infrastructure.

Coordinates and reviews the activities of consultant engineering firms performing work for the City.

Provides contractors and the general public with information relating to engineering projects; reviews work of consulting engineers to insure that requirements are met; inspects major construction in progress for conformance with specifications; makes adjustments to solve difficulties; engages in engineering research appropriate to municipal needs.

Maintains City utility maps. Conducts traffic studies and reports as necessary.

Attends and represents the City engineer at public hearings, meetings of boards and commissions and other meetings as directed.

Performs related work as required.

Desirable knowledge, abilities and skills:

Thorough knowledge of civil engineering principles and practices as related to municipal public works maintenance and construction operations

Thorough knowledge of engineering mechanics, materials, hydraulics, and structures as applied to the design and construction of street improvements, storm sewer drains, sanitary sewers, sewage treatment and water supply treatment and distribution facilities.

Thorough knowledge of the sources of engineering information together with the ability to comprehend and interpret engineering data and present findings and recommendations clearly and concisely orally and in writing.

Ability to plan, schedule, and supervise the work of subordinates in a manner conducive to full performance and high morale.

Ability to establish and maintain effective working relationships with officials, associates, and the general public.

Desirable Experience and Training:

Considerable experience in the practice of civil or sanitary engineering; and graduation from a recognized college or university with major course work in civil or sanitary engineering. Licensed Land Surveyor desirable.

Necessary Special Qualifications:

Licensed in the State of Connecticut as a Professional Engineer.

To be considered for this opportunity, please submit your resume and completed employment application, resume and compensation desires on/by **Friday September 14, 2018** to:

City of Meriden
ATTN: Human Resources
142 East Main Street, Meriden CT 06450

Online applications are available at our City of Meriden website:

<https://www.meridencct.gov/government/departments/human-resources/careers/>

For additional information or if you are interested in learning more about the City of Meriden please visit our website at: <https://www.meridencct.gov/>

Following the closing date, resumes and applications will be reviewed. The most qualified candidates will be sent a letter inviting them to participate in an oral examination. The top scoring candidates from the oral examination process will then be invited for a final interview with the Hiring Manager and interview panel.

All candidates will be advised of their status once finalists have been selected.

The City of Meriden shall not discriminate on the basis of race, color, creed, age, sex, national origin, physical disability or sexual orientation. The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation on the application or testing process, please contact the Human Resources Department.

EEO/M/F/QID