

CAREER OPPORTUNITY

CITY OF BRISTOL, TENNESSEE

Position: City Engineer

Closing Date: Until filled

Salary: \$101,343 - \$126,679/yr BOQ

*Are you looking for career growth in a valued position with a team-oriented culture?
If so, we want you on our team, adding value to our dynamic Engineering Department!*

Expand your career path while we invest in your future through paid training and development opportunities.

POSITION DESCRIPTION:

Under general direction from the Director of Public Works, the purpose of this position is to oversee the planning, design and inspection of engineering and construction projects in the City. Coordinates assigned activities with other City departments and outside agencies. Has the responsibility of accomplishing department objectives and goals within the guidelines established by the Director of Public Works. This position is responsible for the supervision of Engineering Division personnel.

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Oversees the design and construction of municipal infrastructure and utility improvements for the City
- Monitor the development review process and inspections for the Public Works Department
- Plans, organizes, controls, integrates and evaluates the work of the Engineering Division staff. Develops, implements, and monitors long-term plans, goals and objectives focused on achieving the City's mission and Council priorities
- Develops, administers and enforces policies, rules, and regulations pertaining to municipal infrastructure for all existing and proposed construction
- Assists in preparation of, and manages, the capital budget for the Engineering Division
- Plans, designs, coordinates and manages capital improvement projects including buildings, infrastructure, utility improvements, stormwater and roads
- Oversees the City's National Pollutant Discharge Elimination System (NPDES) MS4 and Stormwater Programs
- Oversees the City's Geographic Information System
- Advises the City Manager, department heads and other officials on City development policies; provides information and interpretation of codes and regulations regarding Public Services development issues
- Assists in the development of the City's Capital Improvement Program
- Develops plans, documents, schedules and cost estimates for the bidding of construction projects, the contracting of engineering, and other professional services
- Coordinates work with other federal, state and city agencies
- Participates in the development of and oversees capital improvement budgets

- Prepares project status reports, financial reports, and budget reports
- Communicates complex ideas effectively, both verbally and in writing. Presents proposals and recommendations clearly and logically in public meetings
- Prepares responses to citizen, business, or contractor issues regarding Engineering Division services or proposed or current projects
- Performs related duties as needed or as assigned

SKILLS AND REQUIREMENTS:

- Bachelor's Degree from an accredited college or university in Civil Engineering or a related field
- Five years of relevant experience with two supervisory
- Licensed as a Professional Engineer in the State of Tennessee or possess a comparable PE license with the ability to obtain a State of Tennessee licensure within one (1) year of the date of hire
- Must possess or obtain OSHA 10 Hour Course completion within six months of hire
- Knowledgeable of applicable local, state and federal regulations and have thorough knowledge of industry standards
- Skilled in the use of civil engineering instruments and equipment including computers, computer aided design, GIS equipment and surveying equipment
- Must have ability to plan, coordinate and direct areas of responsibility
- Must possess and maintain a valid driver's license

To be considered, candidates must complete an online application at:

<http://bristoltn.gov/jobs.aspx>

THE CITY OF BRISTOL TENNESSEE IS AN EQUAL OPPORTUNITY EMPLOYER. OUR GOAL IS FOR OUR WORK FORCE TO BE REPRESENTATIVE OF THE WORKING POPULATION OF BRISTOL, TENNESSEE. WE DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, CREED, NATIONAL ORIGIN, SEX, AGE, VETERAN STATUS, SEXUAL ORIENTATION, DISABILITY, RELIGION OR ANY OTHER CLASS PROTECTED BY FEDERAL OR STATE LAWS AND REGULATIONS IN ALL MATTERS PERTAINING TO EMPLOYMENT AND PROMOTION; WE WILL NOT TOLERATE DISCRIMINATION ON THE PART OF MANAGERS OR SUPERVISORS. WOMEN, MINORITIES AND THE DISABLED ENCOURAGED TO APPLY. ALL APPLICANTS SUBJECT TO BACKGROUND CHECK, PHYSICAL EXAMINATION AND DRUG SCREENING.