

CLASS TITLE: FIELD ENGINEERING MANAGER

PURPOSE OF THE CLASSIFICATION: Under direction is responsible for management, supervisory, and professional work involving the field inspection of construction projects; and performs other related required duties.

ESSENTIAL TASKS:

- Supervises and provides direction to a section of engineers, sub-professional engineers, and technicians engaged in the surveying, inspecting, and materials testing of construction projects
- Provides inspection services for capital improvement projects to ensure compliance with standards
- Reviews work for accuracy and completeness
- Determines fair contract price on change orders
- Investigates and resolves complaints
- Acts as liaison between the City and private contractors
- Makes cost estimates for public works construction projects
- Reviews design plans and recommends changes as necessary
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- Provides technical assistance to various committees and staff
- Coordinates with other section managers as needed
- Develops the Field Engineering budget
- Develops cost estimates for construction projects
- Negotiates geo-technical and construction inspection contracts
- Provides training to construction inspectors
- Must report to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from an accredited college or university with a bachelor's degree in civil engineering and eight (8) years of responsible experience supervising the construction of public works construction projects.

Knowledge, Abilities and Skills: Considerable knowledge of the principles and practices of civil engineering as applied to public works projects; good knowledge of methods and techniques of land surveying, field inspection and materials testing; and good knowledge of engineering plans and estimates. Ability to supervise technical personnel in a variety of engineering functions; ability to make cost estimates; and the ability to utilize the highest level of interpersonal skill in order to understand, select, develop, and motivate people at any level within or outside the organization.

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to use a keyboard and telephone; occasional lifting up to 20 pounds; occasional carrying up to 10 pounds; occasional pushing and pulling up to 5 pounds; may be subject to walking, standing, sitting, reaching, balancing, bending, kneeling, crawling, handling, feeling, climbing, smelling, and twisting; and vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a Professional Engineering License or the ability to obtain an Oklahoma Professional Engineering License within six (6) months of date of hire.

WORKING ENVIRONMENT: Working environment is primarily indoors in an office setting, and occasionally outdoors and in inclement weather; and requires some travel to various locations for inspections.

Class Code: 1047

EEO Code: E-01

Pay Code: EX-52

Group: Engineering Planning and Technical

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Series: Professional Engineering

Effective date: May 1, 2019