

Position Specification

City Government Director of Engineering

The Company

Our client has won countless awards, including Best Places to Live, Best Places to Work, and Best Places to Raise Kids. They feature a wide variety of neighborhoods and urban living centers that are perfect for both families and young professionals. More than 95% of neighborhoods are represented by homeowner associations and neighborhood associations working together with city government to make this City a great place to live. They also offer some of the best award-winning schools in the area.

The Position

Location

Southwest United States

Overview

Under general administrative direction of Assistant City Manager – Development Services, serves in the capacity of Department Head and City Engineer to manage and administer operations of the Engineering – Capital Projects Department. Manages and evaluates subordinates.

Reporting Relationship

This position reports directly to the Assistant City Manager – Development Services.

Responsibilities

- Serves as City Engineer overseeing engineering design work including water, wastewater, paving and drainage.
- Supervises preparation of public works contract documents and construction of public works projects for Engineering – Capital Projects.
- Supervises and participates in review of engineering plans.
- Makes recommendations and gives approval on technical matters.
- Makes recommendations for future street, drainage and bond program projects; administers use of flood plains.
- Provides liaison with other governmental agencies and utilities.
- Provides technical assistance to City Manager's Office, City Council, and other city departments.
- Approves use of easements and rights-of-way.
- Reads detailed documents and construction plans.
- Communicates courteously and effectively with other city employees, officials, contractors, and the public, in person, in writing, and by telephone.

- Makes effective presentations to Council and/or other groups as needed.
- Visually inspects construction work safely in traffic and dangerous construction situations, using proper safety precautions.
- Walks, climbs and works outdoors in adverse weather conditions while reviewing projects and investigating citizen complaints.

Travel

Less than 25%

The Candidate

Education

Bachelor of Science in Civil Engineering required, from a university with an engineering program accredited by the Accreditation Board for Engineering and Technology (A.B.E.T.).

Must be a Professional Engineer registered in the State of Texas, or obtain registration within six months of appointment. Texas driver's license, Class C, required.

Professional Qualifications

Five years' experience required in Civil Engineering practice, preferably with a municipal or county government. Professional, administrative, and technical knowledge required in Civil Engineering design and construction and related fields.

Personal Characteristics

- Must be able to communicate effectively and make public presentations and influentially present to large and small internal and external groups as needed.
- Must have ability to negotiate and coordinate effectively.
- Strong interpersonal skills and ability to build relationships and manage effectively at all levels of the organization.
- Excellent problem-solving skills and the ability to exercise sound judgment and make decisions based on accurate and timely analysis.
- A collaborative leader who works well with others and can motivate and cooperate across functions.
- Calm under fire and can handle complexity, multiple demands and pace while staying level-headed and professional.
- A leader and team-oriented consensus builder who understands how to achieve buy-in from diverse constituencies.

To learn more about this opportunity or provide a confidential referral, please contact:

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Please use this reference code in the subject line of your response:

Reference Code: 534-02_Director-Engineering_PPI

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