

Project Engineer Job Posting

The City of Elyria is seeking to hire a Project Engineer to join our Engineering Department. The ideal candidate will have a current State of Ohio Professional Engineering Registration who can provide professional and technical engineering expertise on capital improvement projects related to the function of the City, its infrastructure systems, including planning, coordinating, and operations.

GENERAL STATEMENT OF DUTIES:

- Pursues available funding for various projects.
- Develops budgets for operations, services, and cost estimates for project improvements.
- Plans and supervises design of public works projects; directs project related surveys, and plan preparation related to the projects.
- Maintain operational compliance with regulatory permits.
- Areas of assignments may involve streets, drainage, sewers, water mains, bridges, and public buildings and grounds.
- Review construction documents including plans and specifications for compliance with the applicable design and regulatory requirements.
- Preparation of construction and systems plans, and contract specifications for various public works projects.
- Oversight of project bidding and project progress; directs projects as required.
- Review of Consultant and Contractor work for accuracy.
- Administration of public works contracts.
- Review of pay estimates for compliance with contract and work performed.
- Interaction with the public, provide responses to technical questions including the dissemination of information to the public.
- Performs other related duties as assigned by the City Engineer.

LICENSURE, CERTIFICATION, OR TRAINING REQUIREMENTS:

- Bachelor's degree in Civil Engineering or related field with at least three (3) years of civil engineering experience.
- Current State of Ohio Professional Engineering Registration or ability to obtain within 6 months.
- Possess a valid State of Ohio Driver's License.
- Must be eligible to legally work full-time in the US.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of civil engineering, survey and design; wastewater and fresh water treatment plant operations (preferred), public works construction; budgeting; survey and design; bridge design, construction, and maintenance; utility construction, maintenance, and repair; public relations.
- Computer applications including the Microsoft suite, AutoCAD and ESRI.
- Ability to direct the work of others; establish and maintain effective working relationships with employees, departments, and the public; follow written and oral instructions; communicate effectively, verbally and in writing; provide complex reports; complete grant applications; participates in public presentations; research, collect and analyze data and prepare analyses and budget.
- Make important judgments with regard to varied business matters of significance to the Department and City.

- Think analytically and creatively.
- Work independently.
- Work as a team member.

PHYSICAL DEMANDS

The physical demands are representative of those that must be met by the employee to successfully perform the essential functions of this position.

- Work is performed in both an office and outdoor settings. The work requires inspection and oversight of operations of various plant, building, facility and construction sites, both public and private and requires exposure to construction sites, water and wastewater plants, old landfills, brownfields, and other sites.
- Hand-eye coordination is necessary for the operation of equipment and vehicles, computers, various office and mechanical equipment.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those that the employee will encounter while performing the essential functions of this position.

- Work involves walking, bending, squatting, climbing, lifting, talking, writing, typing, hearing; using hands to handle, feel or operate objects, tools or controls; and reaching with hands and arms. Vision abilities required by this position include close vision and the ability to focus.
- The employee may be required to push, pull or lift 30 pounds.
- The noise level in the work environment is normally moderate although severe noise will occasionally be encountered.
- The employee will be required to work indoors and outdoors in various weather conditions, occasionally encountering extreme weather conditions including rain, snow, hot and cold temperatures, etc.; work near mechanical equipment; in confined spaces; in excavations and traffic while encountering noise, dust, vibration, fumes, etc..

PAY BAND:

\$76,897.60 to \$107,723.20

TO APPLY:

Complete and return a City of Elyria Employment Application Form available on the city website <https://www.cityofelyria.org/departments/human-resources/> along with your resume and a cover letter explaining your interest in this position. This job bid will remain open until the position is filled.

E-Mail the application to:

Jyousefi@cityofelyria.org

Or mail/deliver to: Human Resources
Elyria City Hall, Suite 103
131 Court Street
Elyria, Ohio 44035

As an equal opportunity employer, the City of Elyria does not discriminate in its employment decisions on the basis of race, religion, color, national origin, gender, sexual orientation, gender identification, age, military status, veteran's status, genetic information, disability, ancestry, familial status, or on any other basis that would be in violation of any applicable federal, state, or local law.