

## SUPERVISING PROFESSIONAL ENGINEER

### Class Definition

Under direction, plans, coordinates and supervises the operation of an engineering section, involving design, investigation, development and construction of public and private structures, mechanical equipment and systems.

### Distinguishing Characteristics

Supervising Professional Engineer is the professional, first-line supervisory class in the engineering series. Incumbents supervise, coordinate, and evaluate the performance of professional and pre-professional engineers engaged in civil, electrical, fire protection, geotechnical, structural, mechanical, sanitary, or traffic engineering sections. Supervising Professional Engineer is distinguished from the next level, division manager, in that incumbents in the latter, perform a higher level of professional and administrative engineering work and are responsible for an entire division. Supervising Professional Engineer is distinguished from Professional Engineer in that incumbents in the latter perform difficult professional engineering work but do not have on-going supervisory responsibilities over other professional staff.

### Typical Tasks

(This list is neither inclusive nor exclusive. Consequently, this information may not reflect Essential Functions for this class.)

Supervises specialized, complex professional engineering work relating to civil, electrical, fire protection, geotechnical, structural, mechanical, sanitary, traffic, electrical or fire protection engineering duties in the review of plans and specifications of buildings, structures or utilities engineering systems for compliance with applicable state and federal regulations and codes, accepted engineering practices and City standards.

Consults with internal and external staff providing professional advice and design services in the preparation of plans and related tasks.

Gathers and analyzes a variety of data concerning engineering, architectural, or mechanical projects and problems; prepares recommendations and comprehensive reports

Supervises a team of professional, pre-professional and technical engineering personnel in carrying out the functions of the assigned section.

Perform related duties as required

### Knowledge, Abilities and Skills

Knowledge of the principles and practices of civil, structural, mechanical, sanitary, traffic, electrical and/or fire protection engineering relating to the preparation and evaluation of plans and specifications for public and/or private construction.

Knowledge of construction methods, materials, and of approved standards of safety relating to assigned field.

Knowledge of local, state and federal regulations, codes and requirements pertinent to the area of assignment.

Ability to plan, assign, supervise and evaluate the work of others.

Ability to execute difficult engineering computations, and prepare estimates, designs, plans and specifications.

Ability to use automated systems and related office technology.

Ability to communicate effectively, both orally and in writing.

Ability to establish and maintain effective working relationships with those contacted in the performance of required duties.

Minimum Qualifications

Valid registration as a professional engineer by the State of California at time of appointment; and three years of professional engineering experience.

Special Requirement

Possession of a valid California Driver's License may be required at time of application.

Recruitment may be limited to a specific area of expertise as required by operational needs. Areas of expertise include, but are not limited to those listed below:

- |                                |                           |
|--------------------------------|---------------------------|
| 1. Civil Engineering           | 5. Mechanical Engineering |
| 2. Electrical Engineering      | 6. Sanitary Engineering   |
| 3. Fire Protection Engineering | 7. Structural Engineering |
| 4. Geotechnical Engineering    | 8. Traffic Engineering    |

APPROVED: \_\_\_\_\_

Director

DATE: \_\_\_\_\_