

SNOHOMISH COUNTY JOB DESCRIPTION

ENGINEER III

Spec No. 3033

BASIC FUNCTION

Perform professional engineering assignments in design, construction, land development, or program development, which require advanced expertise in a specialized area of engineering or in multiple engineering related functions. To act as resource to engineers on complex projects or manage projects or project components.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Project management, analysis, and design of major improvements and modifications to public works roads and structures; produces design reports and plans, specifications and cost estimates for construction of public works facilities such as roadways, bridges, surface water systems, and solid waste sites.
2. Reviews engineering design work to ensure proposed designs meet project needs, engineering specifications and cost regulatory requirements.
3. Conducts or directs the preparation of major planning or design engineering studies by identifying and researching needs and problems in the area of specialization; monitors the collection of field data and the technical evaluations used to develop recommendations.
4. Manages the selection and administration of engineering consultants performing work for planning and reports, plans, specifications, estimates, and on call engineering services.
5. Prepares requests for proposals for professional engineering, consulting, and environmental services; reviews requests from consultants for changes in scope of work and recommends appropriate action.
6. Acts a technical resource in a specialized area of engineering to resolve complex design and construction problems within the public right of way and provide assistance in correcting related problems on private property.
7. Conducts field trips to inspect project sites during planning and design phases, and during construction for compliance with specifications and plans.
8. Provides technical support and acts as engineering liaison between public works, consulting engineering firms and other governmental agencies; reviews agency documents preparing and presenting comments on behalf of the department.
9. Coordinates the location, notification and preparation of presentations at public meetings for assigned projects and assists in other project manager's public meetings. Provides technical testimony at Public Hearings or Meetings.
10. Provides technical assistance, guidance, and training to engineering staff.

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STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

11. Assigns, leads, and evaluates the work of subordinate employees as required; advises, assists and trains subordinates as necessary. Participates in the selection of new employees, and makes recommendations regarding hiring..
12. Researches and prepares pertinent data and reports for legal counsel for court actions and represents public works on matters pertaining to real property condemnations.
13. Reviews and approves all plans and contract documents before they are used in the public bidding process for county construction projects.
14. Establishes and monitors a current public meeting calendar for all required public information meetings on proposed public works projects; confers with the appropriate project manager and goes through a checklist for all the required logistical details for the meeting.
15. Assures the accuracy of all engineering design standards and standard specifications used by the design staff; updates design standards and specifications as requested by the Engineering Manager and maintains up to date files of design standard drawings and standard specifications for staff use.
16. Develops recommendations for mitigating measures to reduce or provide for environmental impacts to the county road system.
17. Supervises or conducts field and laboratory investigations required to obtain representative soil information for potential construction sites; such investigations may be through borings, soundings, sampling or testing.
18. Evaluates field laboratory soils results and makes engineering recommendations pertaining to the foundation design of roadway, bridge foundations, retaining walls and landslide corrections.
19. Manages the civil materials testing laboratory; approves construction materials and their sources, maintains materials records, makes recommendations pertaining to material acceptance; establishes related procedures and criteria as necessary.

STATEMENT OF OTHER JOB DUTIES

20. Performs related duties as required

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MINIMUM QUALIFICATIONS

A Bachelor of Science degree in civil engineering or related field, and four (4) years of civil engineering experience, three (3) of which are in the area of specialization; OR, any equivalent combination of training and/or experience that provides the required knowledge and abilities. Must pass job related tests.

SPECIAL REQUIREMENTS

A Professional Engineer's License or ability to obtain one by demonstrated training or experience is required for most positions.

A valid Washington State Driver's License.

KNOWLEDGE AND ABILITIES

Knowledge of:

- engineering mathematics applied to area of specialization
- engineering principles and practices and the materials and equipment applicable to the area of specialization
- the current codes, trends, and developments in the field of engineering specialization
- principles of project management, organization and administration
- laws and regulations applicable to the area of assignment

Ability to:

- direct and inspect the work of consultants and contractors on civil engineering studies and projects
- prepare and manage project activities, including monitoring budgets, work schedules, grant requirements and progress reviews
- plan, direct and coordinate the work of subordinates
- establish and maintain effective working relationships with other county employees, representatives of other agencies and with the general public
- communicate effectively both orally and in writing
- prepare or oversee the preparation of engineering studies and plans

SUPERVISION

Employees report to and receive direction from an engineering supervisor. Employees may lead full-time or temporary employees. A high degree of independent judgment and action is exercised in planning projects and programs and resolving administrative and technical problems within the framework of established codes, policies, budgetary limits and sound engineering practices.

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WORKING CONDITIONS

The work is performed in an office environment with frequent field trips to locations throughout the county to make site visits, attend meetings, or coordinate work activities. Meetings or project requirements may involve working evenings, weekends or holidays as necessary.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: 1980
Revised: March 1986, June 2003
EEO Category: 2 - Professionals
Pay Grade: 244 - Classified Pay Plan
Workers Comp: 1501 Hazardous

Previous Spec No. 412