

SNOHOMISH COUNTY JOB DESCRIPTION

PLANS EXAMINER, PRINCIPAL DRAINAGE

Spec No. 3202

BASIC FUNCTION

To act as a project manager on assigned engineering assignments and provides leadership, experience, project and program management and technical expertise in various specialized engineering principles and methods.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Serves as the project manager for the construction plan review and approval phase of project development, coordinating other team members on development project decisions.
2. Utilizes drainage basin computer models to identify potential storm water problems and required mitigation measures.
3. Assesses proposed development plans for storm water treatment designs to protect surface and groundwater, as well as critical areas, including geologic (landslide, seismic, and erosion) hazard assessments.
4. Evaluates and marks up or critiques the engineering design and specifications prepared by professional practitioners for site and infrastructure development for applicable code compliance.
5. Prepares staff recommendations for code required waiver/modifications for site development.
6. Reviews environmental documents, such as impact statements, for compliance with engineering requirements and county codes; advises the planner preparing the SEPA threshold determination on impacts and required mitigation measures.
7. Schedules and participates in public meetings, hearings and council sessions; provides analysis of decisions associated with building and land use actions as required.
8. Advises development team and county staff on engineering issues and alternatives related to land and/or building site development, from the preliminary stage through the final stage of construction, including maintenance.
9. Critiques and partners with architects, engineers, consultants, developers, and governmental agencies to approve engineering plans, reports, specifications, studies and as-builts related to development activity; evaluates geotechnical engineering reports, structural engineering design and calculations related to the development activity.
10. Makes site inspections preliminary to reviews as well as upon completion of project to assure conformance with requirements.
11. Provides customer service for the department to architects, engineers, developers and public on engineering issues related to development and the regulatory system.

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STATEMENT OF ESSENTIAL JOB DUTIES (continued)

12. Identifies and resolves problems related to building construction or site development which includes research of codes, field evaluation, investigation of alternatives, and proposal of solutions, via design memoranda or policy recommendations.

13. Attend professional seminars, training and meetings as required.

STATEMENT OF OTHER JOB DUTIES

14. Performs related duties as required.

MINIMUM QUALIFICATIONS

A Bachelor's degree in civil engineering or related field; AND, four (4) years of professional experience. Must pass job related tests.

SPECIAL REQUIREMENTS

Licensed as a registered Professional Engineer in the State of Washington , civil preferred.

A valid Washington State Driver's License is required for employment.

KNOWLEDGE AND ABILITIES

Knowledge of:

- land development practices and procedures;
- applicable state and county codes, ordinances, standards and regulations;
- engineering techniques, principles and practices related to area of assignment.

Ability to:

- understand site related documents such as blueprints, plans and sketches;
- critically analyze development and independently identify and define plan deficiencies which do not comply with established laws and standards;
- maintain necessary records and prepare required reports;
- analyze and interpret special reports and technical data;
- establish and maintain effective work relationships with superiors, peers, associated homeowners, builders, developers, and the general public;
- communicate effectively both orally and in writing;
- read, learn, interpret and apply work-related ordinances, codes, standards and regulations.

SUPERVISION

Employee reports to an administrative superior as assigned. Work is performed independently and is reviewed for results obtained.

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WORKING CONDITIONS

The work is performed in usual office environment with frequent field trips to location throughout the county for the purpose of attending meetings and making site visits. The employee is required to work evenings, weekends and holidays as necessary.

Class Established: November 2003 as Plans Examiner, Principal

EEO Category:

Pay Grade: 243