

## ENGINEERING SPECIALIST 3

Job Code	Pay Grade
16796	CL22

### Nature of Work

This is advanced technical engineering work in an advanced role within an operational section or performing complex independent technical review or design work of similar responsibility. Employees in this class are responsible for planning, coordinating and reviewing the work of subordinate employees or engineering consultants engaged in planning survey, design, review, construction, operations, maintenance and administration of engineering projects, programs or systems. Emphasis is on coordination and control of line staff efforts in technical engineering reports, site plan review, cost analysis, feasibility, construction, operations and maintenance of engineering projects. Employees occupying this classification who receive their Professional Engineering certifications are eligible for additional earnings. If the additional earnings are accepted, the employee will be expected to perform as an Engineer of Record, signing and sealing documents, etc., if the assigned work requires such professional endorsement. The position reports to a senior manager, supervisor or designee.

### Minimum Qualification Requirements

- 8 years experience performing tasks the position's same line-of-work at an advanced level specializing in public works engineering/technical support; transportation; stormwater; water/sewer; engineering design, review or construction that includes 2 years of technical team leadership or supervisory experience; or
- Bachelor's degree with major coursework in Civil Engineering and a basic understanding of the use of Computer-Aided Design (CAD) systems; and 4 years of experience in the administration, management, operation, design, or review or construction of public works projects or assignments and activities to include 2 years of technical team leadership or supervisory experience; or
- An equivalent combination of education, training, and/or experience.

### Appointing Authority May Also Require

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Candidate to possess prior job tenure and experience from within the same unit or assignments in the same line of work.
- Registration in the State of Florida as a Professional Engineer may be required by the hiring authority.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

### Illustrative Tasks (These are examples and are not all inclusive.)

- Supervises, plans, and directs the activities of an advanced operation or program function within a unit, engineering or survey section.
- Prepares compliance reports, drainage models, and drainage exhibits.
- Reviews storm water calculations and construction plans to determine compliance with land development codes.
- Designs and prepares plans, specifications and cost estimates for highway, bridge, water supply, sanitary sewage and drainage construction and prepares reports on plans and specifications.
- Directs the planning and supervision of construction and/or resident inspection of projects or highway, bridge, subdivisions including drainage facilities and stormwater pipe systems, and related public works projects.
- Supervises, plans, and directs the operation and maintenance of major public works facilities, systems, programs or operations including highways, streets, drainage, water supply and utilities facilities.
- Supervises, plans, and directs an engineering administration section responsible for engineering feasibility reports, special assessment projects, land use permitting, site plan reviews, floodplain mitigation, or water and navigation projects.
- Performs complex technical development and/or review of engineering specifications.

## ENGINEERING SPECIALIST 3 (continued)

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### Illustrative Tasks (continued)

- Manages, supervises, coordinates, directs and reviews the actions, practices, and procedures for surveys required for the design or construction of public work bridge, roadway, street, highway, drainage, utility, dredge, and fill projects.
- Provides professional and technical guidance in the preparation of maps, sketches, drawings, property descriptions, legal descriptions, certified corner records, payment quantities and as-built documents.
- Reviews as-built drawings and engineer's certification of completion statements to ensure compliance with county standards.
- Reviews FEMA documents to ensure compliance with floodplain management codes.
- Responsible for affixing signature, data and seal as evidence of authenticity of multiply surveys, descriptions, reports and other documents as required by the Florida Statutes, Florida Administration codes and local ordinances as required for various public work projects.
- Performs related work as assigned or required.

### Knowledge, Skills, and Abilities

- Knowledge of chosen field of practice in civil engineering and the principles of civil engineering in other fields of practices.
- Knowledge of modern engineering practices and technical procedures as they apply to public works or utilities.
- Knowledge of modern developments, current literature and sources of information in public works engineering.
- Knowledge of modern office practices and procedures and the ability to plan and direct the work of engineers, contractors, technicians and clerical personnel.
- Knowledge of the principles and practices of land surveying depending on area of assignment.
- Knowledge of the laws and Florida Statutes pertaining to area of assignment.
- Skill in the use of engineering instruments and equipment and ability to utilize computer applications to engineering design, drafting, mapping and plans.
- Ability to give technical and professional review of a wide variety and large volume of engineering plans, specifications and related documents.
- Ability to review and understand construction plans, drainage calculations, and drainage models.
- Ability to prepare basin maps, investigate cause, and develop solutions to solve complex flood conditions.

For official use only

Revised	EEOC Code	Overtime Code
8/14	Professionals	Classified/Excluded