

PROFESSIONAL ENGINEER 1

Job Code	Pay Grade
16797	P1

Nature of Work

This is professional civil, industrial, building, mechanical, electrical or other professional engineering work performing in-house engineering designs, plans prep, studies, and signing and sealing documents and/or managing less-complex designs by engineering consultants. The incumbent performs and is responsible for independent technical reviews in the design, planning and/or oversight of work of similar scope and responsibility. An incumbent in this class may be responsible for planning, performing, coordinating, and reviewing the work of in-house or outside professional and technical efforts. The incumbent assists in the planning, construction, operations, maintenance, and administration of local government agency programs, contractors or other assignments that are required to be performed by a professional engineer. Assignments require a professional engineering certification from the State of Florida and require the incumbent to apply expertise to technical, cost efficiency, feasibility, construction, after acquisition functionality, and maintenance in government projects, services, and operations. Professional work and assignments are performed with considerable independence and incumbent decisions only given general review by management. The incumbent may be delegated assignments to serve as lead representative on technical and administrative matters. The incumbent reports to a senior manager, supervisor or designee.

Minimum Qualification Requirements

- Bachelor's degree in civil engineering or other relevant engineering discipline and Professional engineering certification from the State of Florida and 4 years of experience that directly relates to the assigned subject matter area of responsibility, for example, construction, project management, civil engineering, electrical, environmental management, to include 1 year supervising professional engineering functions; 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.
- Demonstrated experience at an advanced level leading and coordinating others in the completion of tasks and responsibilities directly related to the subject matter area of assignment.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

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

- Signs and seals plans prepared by the employee or subordinate staff.
- Supervises, plans, and direct the activities of an engineering effort within a unit or organization.
- Designs and prepares plans, specifications and cost estimates for highway, drainage, bridge, water supply, sanitary sewage construction projects, buildings or commercial projects and prepares reports on program plans and specifications.
- Prepares scope of services, schedules and cost estimates; reviews and comments on all contract documents including plans and specifications; coordinates staff review and others comments with consultant's efforts to resolve conflicts during the design phase.
- Directs the planning, design, construction and resident inspection of construction and utilities projects or highway, bridge and other assigned public works projects.
- Represents the county in the coordination of civil, mechanical engineering, or other projects including assisting with the selection process for consultants or general contractors, preparing scopes of work preparing contracts and directing, reviewing, and coordinating consultants while working on several projects simultaneously.

PROFESSIONAL ENGINEER 1 (continued)

Job Code	Pay Grade
16797	P1

Illustrative Tasks (continued)

- Performs complex technical engineering reviews and develops professional engineering specifications.
- Coordinates staff review and comments with resolving conflicts during design and construction phases of a project.
- Prepares scope of services, schedules and cost estimates; reviews and comments on construction projects and/or performance contract documents including plans and specifications; also, coordinates staff review with consultant's efforts to resolve conflicts.
- Performs related work as assigned or required.

Knowledge, Skills, and Abilities

- Knowledge of civil engineering principles and practices and the ability to apply those principles.
- Knowledge of modern professional engineering practices and procedures as they apply to public works, construction or utilities.
- Knowledge of modern developments, current literature and sources of information in 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 professional and technical leadership techniques, recordkeeping, and report writing.
- Skill in the use of engineering instruments and equipment and ability to utilize computer applications for engineering design, drafting, mapping, plan preparation and scheduling.
- Ability to apply computer applications and software.
- Ability to plan, assign, motivate, train and supervise technical employees.
- Ability to give technical and professional review to a wide variety and large volume of engineering plans, specifications and related documents.

For official use only

Revised	EEOC Code	Overtime Code
9/16	Professionals	Exempt