City of Bradenton
Job Descriptions

Job Title: INFRASTRUCTURE ENGINEER 1

Date Prepared:	February 14, 2013
Department/Location:	Public Works & Utilities – Engineering Section
FLSA Status:	Exempt
Bargaining Unit:	None
Classification:	Essential: This position is an Essential classification and will require you to report to duty after a hurricane or emergency.
Schedule:	This position normally works a regular weekday daytime shift and requires scheduled/unscheduled overtime, including evenings, weekends and holidays and/or immediate response to emergency conditions.
Supervision Exercised:	None
Supervision Received:	Engineering Section Manager
General Purpose of the Position:	Project management for internal and external projects related to the City of Bradenton infrastructure systems. Work closely with Federal, State, and local governmental and utilities agencies to manage the City's Right-of-Way Use permits and utilities locations services through the Sunshine One Call system.

Essential Duties and Responsibilities: Responsible for pro-active planning, design and implementation of new infrastructure, and rehabilitation and replacement of existing City infrastructure, including:

- Water distribution, storage and pumping systems
- Wastewater collection and pumping systems
- Reuse water distribution, storage and pumping systems
- Roadways and sidewalks

Responsible for:

- The implementation and oversight of local infrastructure ordinances and regulations and development review.
- Filing, tracking and implementing requirements of all City FDOT Permits.
- Engineering tasks associated with special projects such as infrastructure assessments, paving program management, in-house utility, street or other Public Works projects.
- Coordination of consulting engineer contracts and services related to infrastructure of city
- Coordination with federal, state and local agencies and regulators to provide assurance that city remains in compliance with current and pending infrastructure regulations

- Provides professional engineering advice and technical assistance on City infrastructure systems to other City departments and works with each to develop projects for inclusion in the city-wide Capital Improvements Program.

Skills and Physical Abilities Required:

- Knowledge of current principle and practices of civil engineering as it relates to municipal public works activities.
- Highly developed written and verbal communication skills and ability to make effective public presentations.
- Proficient in the understanding, application and reporting related to current and pending federal, state, and local regulations
- Ability to simultaneously manage multiple internal and external projects with a high degree of proficiency
- Ability to work independently and with minimal supervision
- Highly developed written and verbal communication skills and ability to make effective public presentations.
- Position requires frequent walking, standing, driving, and occasional moderate lifting.
- Proficiency using Microsoft Office suite of programs.

Equipment Used: Computer, cell phone, telephone, radio. Non-CDL level City vehicles. Safety training and equipment is provided.

Education and Experience Required: Bachelor of Science Degree from an accredited engineering college. Position requires the successful completion of the Fundamentals of Engineering (FE) exam and registration as an Engineer Intern in the state of Florida. Two (2) to four (4) years of related experience in engineering planning and design of public infrastructure systems. Familiarity with FDOT permitting procedures and requirements. Experience with AutoCAD and GIS desired. Experience in general Public Works operations and management a plus. Good driving record and valid Florida driver's license.

Environmental Conditions: Indoors and outdoors.

Commercial Driver License (CDL): A Commercial Driver License (CDL) is not required for this position.

Pay Grade: 124 **Salary Range: Minimum:** $26.11/hr. **Maximum:** $39.17/hr.

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employee(s) will be required to follow any other job related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. A review of this position has excluded the marginal functions of the position that are incidental to the performance of fundamental job duties. Duties and responsibilities are essential job functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent(s) will possess the skills, aptitudes, and abilities to perform each duty proficiently. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Approved:
Department Director _____ **Date** 12-29-16

Human Resources ~~Director~~ Manager _____ **Date** 1/11/17

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*Updated Mar 2014
**Updated Jan 2015
***Updated Dec 2015