City of Rapid City
Job Description

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Senior Engineer</th>
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<tbody>
<tr>
<td>Job Code:</td>
<td>SREN</td>
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<tr>
<td>Pay Grade:</td>
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<td>FLSA Status:</td>
<td>Exempt</td>
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<td>Job Family:</td>
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<td>Date Revised:</td>
<td>7/20/2022</td>
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**General Summary:** This position is responsible for advanced engineering, project management and program administration within the Public Works Department to ensure timely, efficient, cost-effective outcomes.

**Essential Duties and Responsibilities:**

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

In addition to the essential duties and responsibilities of a Project Engineer:

- Coordinates the management of multiple projects of moderate scope with complex features; prepares and reviews designs, specifications and contract documents for projects, including utilities, and supervises construction of same; coordinates with multiple City departments and outside agencies on City projects and programs.
- Manages data models for city water, wastewater, stormwater and/or pavement condition and provides design guidance based on data analysis; provides technical expertise in design, construction, and management of City projects.
- Reviews infrastructure deficiencies and develops project scopes to correct those deficiencies; provides recommendations for prioritizing projects based on best available information such as model results, master plan recommendations, risk assessments, condition assessments and remaining useful life; assists in the preparation of the Capital Improvement Plan for Public Works.
- Researches and develops new techniques and processes to improve infrastructure life expectancy, durability, constructability, and reduce maintenance and operations costs; determine implementation procedures when warranted.
- Develops and manages engineering programs; Interprets intent of policies, procedures, specifications, criteria, ordinances, statutes, regulatory requirements and laws and monitors compliance of same; assists with updates to criteria, standards, policies and procedures to ensure consistency with same.
- May represent the organization in communication and at conferences and public meetings to provide insight on broad-aspect or project specific engineering assignments.
- Provides mentoring and technical guidance to Project Engineers, Staff Engineers and other Public Works staff; seeks out training and education opportunities to increase technical, communication, leadership, and customer service skills; is actively involved in industry-specific professional organizations; may be required to manage staff.
- May be assigned duties of Engineering Manager, if needed, in their absence.

**Qualifications:**

**Education and/or Experience:**

Bachelor’s degree from an accredited college or university in Engineering or related field, Master’s degree preferred; six years of experience in municipal project administration, design and construction.

**Certificates, Licenses, Registrations:**

Must possess a valid driver’s license or ability to obtain within 30 days from date of hire.
Must possess a South Dakota Professional Engineer (PE) license or ability to obtain within 90 days from date of hire.
Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; outside weather conditions and risk of electrical shock. The noise level in the work environment is usually moderate.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and ability to adjust focus.