



CITY OF LORAIN

CIVIL SERVICE COMMISSION

200 WEST ERIE AVE. 7TH FLOOR CITY HALL, LORAIN, OHIO 44052
TELEPHONE (440) 204-2066 FAX (440) 204-2527

OPPORTUNITY FOR EMPLOYMENT
THE LORAIN CIVIL SERVICE COMMISSION ANNOUNCES
APPLICATIONS FOR THE POSITIONS OF:

CLASSIFICATION:

ENGINEER II

Civil Engineer II

Salary: A10 \$ 60,816.88-\$74,037.94

ENGINEER III

Civil Engineer III

Salary: A13 \$67,683.40-\$82,397.18

Applications for these positions are available online by going to www.cityoflorain.org; (under departments, click on Civil Service and then Job Application and follow the 4-step instructions). Applications will be received on a **CONTINUOUS BASIS** beginning **Thursday, February 25, 2021 through Friday, December 31, 2021** by 4:30 p.m. Please submit application, copy of valid driver's license, background check form and a resume via email to:

rosemary_white@cityoflorain.org

Applicants must be US citizens or have a valid permanent resident card. Job descriptions are attached. **AN EQUAL OPPORTUNITY EMPLOYER**

ENGINEER II: CIVIL ENGINEER

GENERAL STATEMENT OF DUTIES: Performs difficult and advanced civil engineering work as a project leader in the field and in the office; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: The work of this class involves the application of professional engineering knowledge and skills to the design and construction of public works projects. Duties include the direction and coordination of the activities of a group of subordinate professional, technical and clerical assistants. Work is performed under general direction of the City Engineer and is reviewed upon completion for conformance with departmental rules and regulations. Assignments are usually broad in scope with opportunity for the use of independent professional judgment. Supervision is exercised over the work of Civil Engineers I and Engineering Aides.

EXAMPLES OF WORK: (Illustrative only)

Conducts preliminary studies and prepares designs for all public work facilities such as street paving projects, storm and sanitary sewer projects, water distribution systems and related projects;

Develops specifications, estimates and standards;

Consults with private builders, subdivision developers and other engineers regarding street and drainage plans and developments;

Advises and answers technical questions;

Reviews all new subdivision plans and commercial development and private building permits against City's subdivision and drainage ordinances and certifies compliance;

Plans and oversees the inspection of grading, draining and paving projects;

Prepares special and periodic reports;

Prepares legal description of land parcels.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Good knowledge of the principles and practices of civil engineering as applied to the development and construction of public works projects; ability to plan, lay out and direct the work of subordinates; ability to plan projects and prepare related designs, estimates and specifications; ability to perform difficult engineering computations and to make comprehensive recommendations for the solution of engineering problems; ability to maintain effective working relationships with others; skill in the use of civil engineering instruments and equipment; ability to express oneself clearly and concisely, orally and in writing; good professional engineering judgment; good physical condition.

MINIMUM REQUIREMENTS: Graduation from an ABET accredited engineering school of recognized standing with major work in civil engineering or civil engineering technology and possession of an Engineer Intern or Surveying Intern Certificate.

ENGINEER III; CIVIL ENGINEER

GENERAL STATEMENT OF DUTIES:

Assists the City Engineer in administering the technical work in connection with the design, maintenance, construction, and completion of public works projects; does related work as required.

ESSENTIAL DUTIES:

Directs professional, subprofessional, and other employees in the investigation, development, and design of a variety of public works projects. Gives professional engineering advice and confers with department heads and private contractors. Investigates citizen complaints. Reviews and approves plans and specification for construction contracts. Confers with, advises, and supervises inspectors of construction projects. Supervises the field surveys of public boundaries, topographical mapping and construction, and layout for paving, grading, and draining. Prepares work programs and budgets. Represents the City in contracts with other governmental jurisdictions, contractors, and the general public on engineering matters. Performs all duties in the office or field required or directed by the City's administration, City Council, and the City Engineer. Attends all meetings as directed by the City Engineer.

DISTINGUISHING FEATURES OF THE CLASS:

Work involves planning, and designing streets, bridges, drainage facilities, and other public work projects and directing, supervising, and inspecting the work of survey parties and construction forces. Work requires considerable judgment, initiative, and professional knowledge and involves responsibility for making technical decisions on engineering projects. General supervision is received from the City Engineer through consultations, review of reports, inspections of work projects, and work evaluation.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of the principles and practices of civil engineering as related to the preparation of plans and specifications for a wide variety of public works projects; thorough knowledge of methods and techniques used for land and engineering surveys; thorough knowledge of construction materials and of approved construction standards as related to structural designs and specifications; ability to instruct subordinate engineering personnel in proper work methods and to supervise their work; ability to adapt approved engineering methods and standards to the design and construction of a variety of public works projects; good physical condition. Good computer skills. Possess a valid Ohio Driver's License and have the ability to operate a light truck and manual transmission.

MINIMUM REQUIREMENTS: Registered and entitled to practice in the State of Ohio as a Professional Engineer or Professional Surveyor; or Masters Degree in Civil Engineering or Civil Engineering Technology.

ESSENTIAL OSHA RESPONSIBILITIES:

Know and use safe work procedures. Shall take and complete additional training if required. Recognize job hazards and take proper precautions to assure safety for one's self, all fellow employees, and the surrounding public. Shall take and complete additional training if required. Inform his/her supervisor immediately of hazards, unsafe equipment and/or acts, and recommend solution to correct deficiencies. Actively participate in safety programs and training. Immediately report accidents, injuries, and near misses to his/her supervisor. Report to work in a condition to be able to work safely. Accept, wear, and comply with using all safety attire and equipment required by OSHA.