

CITY OF ONTARIO

CLASS CODE 2040 GROUP 3
DEPARTMENT REVIEW DATE
PERSONNEL APPROVAL *[Signature]*
EFFECTIVE DATE *[Signature]*
SUPERSEDES 1989

CITY ENGINEER

DEFINITION

Under general supervision, this position is responsible for all functions and responsibilities of the Engineering Department. Supervision is exercised over a staff of professional, technical and clerical personnel either directly or through staff subordinates. Work is reviewed through conferences and analysis of reports.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Plans, organizes, and supervises the engineering functions of research, surveying, design and construction inspection of community development and public service projects; supervises and reviews plans, estimates and contract documents for major projects or public services. Directs or reviews the design of streets, sewers, storm drains and water utility facilities; supervises the maintenance of adequate record maps, field-notes and engineering memoranda; prepares the Engineering Department's budget requests; Assists in the formulation of long-range programs of public improvements. Confers with the public and other agencies on special engineering problems; directs the research and compilation of comprehensive reports; acts as adviser to the City Planning Commission.

OTHER JOB RELATED DUTIES

Performs other job related duties and responsibilities as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Minimum: Graduation from college with a bachelor's degree in civil engineering; progressively responsible work experience in municipal engineering; registration as a civil engineer in the State of California.

Knowledges: thorough knowledge of the principles and practices of civil engineering, particularly as applicable to municipal community development and public services; knowledge of the investigation, design and construction of general public service projects; knowledge of modern approved practices in subdivision control, including their relation to municipal planning and zoning;

Ability to: plan and supervise the work of professional, technical and clerical personnel in a manner conducive to full performance and high morale; direct the preparation and maintenance of engineering records and to compose concise technical reports; establish, foster and maintain positive, harmonious working relationships with other employees, officials and the public.

Desirable: