



Job Description
Job Code: 231
Range 52

UTILITY ENGINEER (PE)

DEFINITION: Under limited supervision, reviews and supervises the inspection of private development projects, municipal capital improvement projects, and water and wastewater utility projects. Independently evaluates, selects and applies standard engineering techniques, procedures and criteria, using judgment in making minor adaptations and modifications. Performs engineering work relating to utility and public works projects primarily, water production, treatment, storage, pumping, distribution system infrastructure, wastewater collection, treatment and reuse facilities and infrastructure with less of an emphasis on streets, transportation and drainage; and performs related duties as assigned.

CLASSIFICATION: This is an exempt, full-time, classified position with full benefits.

ESSENTIAL FUNCTIONS: Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this classification.

TASKS:

Reviews private development engineering submittals for conformance with Federal, State and City regulations, codes and ordinances, and general engineering principles; represents the department at the Code Review Board; functions as project manager for capital improvement projects including project formation, preparation of bid documents, bid awards and construction administration; supervises and trains City Inspectors in the inspection of private development and municipal capital improvement projects.

Performs engineering studies in compliance with commonly accepted engineering standards relating to transportation, traffic, drainage, water and wastewater utility infrastructure and presents findings in the form of written reports, graphics and drawings; provides information on City requirements for private developers, contractors, design professionals, and the general public; researches and prepares City standards and ordinances.

Performs engineering analysis on a wide array of engineering problems and recommends solutions to the staff and the general public; answers questions and provides guidance; oversees and inspects work in the rights-of-way by outside contractors both for private development and City capital improvements.

KNOWLEDGE, SKILLS, AND OTHER CHARACTERISTICS:

Knowledge of the principals and practices of civil/municipal engineering

Knowledge of public works and utility construction

Knowledge of the safety requirements for construction zones

Knowledge of the principles and practices of supervision

Skill in interpreting civil engineering drawings and reports

Skill in developing and maintaining effective interpersonal relations

Skill in reading and interpreting written instructions

Skill in creating concise written communications

Skill in analyzing data and drawing valid conclusions

Skill in use of desk top computers

Utility Engineer – (Continued)

PHYSICAL REQUIREMENTS: This classification involves work that requires the ability to traverse uneven terrain and use of the public works vehicles for transportation to job sites.

MINIMUM QUALIFICATIONS: The equivalent of a bachelor's degree from an accredited college or university with a major in engineering. Possession of a Professional Engineer certification in the State of Arizona is required.