



City of Kansas City, Missouri Job Class Specification

Job Title: PROJECT ENGINEER

Department: MULTI

Job Code: 2016

Status: EXEMPT

Grade: EX-3

Summary

This is professional engineering work performed in the office or field.

Work involves responsibility for the application of professional engineering skills and knowledge to moderately difficult engineering projects in connection with the design, construction, extension, inspection, or maintenance of public work projects, transportation, energy, air quality, pollution control, structural, mechanical or electrical or fire protection systems. Employees of this class typically perform technical work in design, construction, inspection, preparation and review of plans and specifications or systems monitoring, but participate in other work tasks requiring comparable professional knowledge and skills. Work assignments afford limited opportunity for independent judgment in planning work or in making technical decisions. Work is reviewed by a professional superior through observation, conferences and evaluation of written reports and plans for technical quality and adherence to departmental standards.

Duties and Responsibilities

- Supervises and/or participates in interviewing sales representatives, consulting and plant engineers, writing and/or reviewing specifications for the purchase of machines, equipment, air pollution control systems measuring emissions and their impacts, calculating areas and costs of improvement projects, or distributing individual assessment and other costs for improvement programs.
- Supervises office engineering sections of the engineering division of the Health, Public Works, Water, Pollution Control, Aviation, Transportation and Parks and Recreation Departments; processes and develops cost estimates for facilities improvements.
- Prepares and checks routine and limited preliminary and final plans for air pollution control and mechanical systems, streets, avenues, trafficways, airport runways, and other public works projects and structures as well as water and sewer treatment and system improvements.
- Performs limited design as well as drafting and computational duties in the office in preparation and final check of plans and specifications for public work projects; plots profiles and cross sections from field survey notes.
- Designs water and sewer system improvements and line extensions; establishes service areas, calculates size and location of pipes and related appurtenances; prepares preliminary cost estimates; supervises the recording of water and sewer line location data on master control maps.
- Supervises and/or participates in the inspection of buildings and operating systems and engineering construction projects; checks for conformance with plans and specifications, submits reports on progress of project, materials used and related data; answers complaints and provides general instructions on major clearing and repair projects.

Duties and Responsibilities (continued)	<ul style="list-style-type: none"> ▪ Performs studies of general city operations for the development and application of work standards for production improvement. ▪ Designs, directs and participates in energy conservation studies and applied programs. ▪ Participates in a variety of traffic studies, analyzes results, designs and implements traffic control program. ▪ Performs plan and specification review for conformance to applicable building codes.. ▪ Performs related duties as required.
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Technical Skills	<p>Working knowledge of:</p> <p>Modern principles and practices of applied architecture, engineering, air pollution control technology, energy control systems or industrial engineering practices.</p> <p>Modern methods and techniques as applied to the construction and maintenance of public works, air quality and related systems.</p> <p>Land and engineering survey systems, methods, and techniques.</p> <p>The principles and practices of engineering drafting.</p> <p>Applicable electronic computer and peripheral equipment.</p> <p>Model building codes.</p> <p>Ability to:</p> <p>Prepare specifications covering architectural and related features.</p> <p>Adapt approved engineering methods and standards to the design and construction of a variety of air quality, municipal public works and related programs.</p> <p>Prepare technical reports in connection with municipal public works and related programs.</p> <p>Establish and maintain effective working relationships with associates, subordinates, municipal officials, and the general public.</p> <p>Learn and use computers and software where applicable.</p> <p>Skill in:</p> <p>The use and care of drafting instruments and equipment surveying equipment, quantitative and qualitative equipment and systems as required.</p> <p>Drawing architectural/engineering plans and making technical computations.</p>
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Education and Experience	<p>Graduation from an ABET accredited four year college or university with major course work in any professionally recognized architectural/engineering discipline as required by the hiring authority.</p>
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Certificates/ Licenses/Special Requirements	<ul style="list-style-type: none"> • Will be required to pass a preemployment drug screen. • Must pass a background check as prescribed by the City.
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Supervisory Responsibility	<p>Supervision may be exercised over several technical subordinates.</p>
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Supervision Received	<p>General technician supervision is received from a professional superior.</p>
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Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.