

NEW CASTLE COUNTY GOVERNMENT

Number 0661

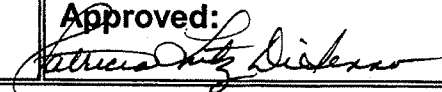
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CLASS SPECIFICATION

Date 05/01/01

Title: OPERATIONS ENGINEER

Approved:



GENERAL STATEMENT OF DUTIES: Performs complex professional engineering and administrative work; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class applies professional engineering and upper management knowledge, skills and abilities to complex administrative, investigative, planning, design, construction, operations, and maintenance projects. The projects generally involve the sanitary sewerage or storm water drainage systems, and often involve coordinating the needs and participation of multiple sections, other departments, agencies, private companies and the public. Work is performed under general supervision. Assignments are usually broad in scope and generally require the use of independent professional judgement.

EXAMPLES OF WORK: (Illustrative only)

- Coordinates the efforts of all units involved with controlling grease in the sanitary sewer system;
- Reviews, develops, and coordinates the specifications and purchasing of construction equipment and vehicles, and insures that the provisions of the sewer equipment policy are carried out;
- May serve as project and/or construction engineer for building construction projects;
- May serve as coordinator with other division or department construction projects;
- Within areas of expertise, may be assigned to engineering aspects of safety problems;
- May provide engineering analysis for I/I studies and SSES projects on the sanitary sewer system;
- May recommend, develop, design, and oversee sewer system rehabilitation projects;
- May provide engineering analysis on flood and drainage studies;
- May recommend, develop, design and oversee flood control, drainage improvement, and erosion and sediment control projects;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;
- May provide engineering analysis on pump station capacity studies;
- May recommend, develop, design, and oversee pump station improvement projects;
- Provides professional engineering consultation, project management, and advice on related projects;

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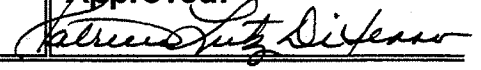
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Date 05/01/01

CLASS SPECIFICATION

Title: OPERATIONS ENGINEER

Approved:



- Investigates various problems and develops policies and codes;
- May supervise subordinate professional, technical, and support staff;
- Operates a data processing terminal, personal computer and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Thorough knowledge of the principles and practices of civil engineering as related to the preparation of plans and specifications and construction for sewerage, erosion and sediment control, and storm water management; thorough knowledge of construction materials and of approved standards of safety as related to structural designs and specifications; 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 on engineering problems; ability to maintain effective working relationships with others; good professional engineering judgement; ability to communicate courteously and effectively, both verbally and in writing; ability to pass a Class III County physical examination.

ACCEPTABLE EXPERIENCE AND TRAINING: At least three years professional civil engineering experience at the level of Civil Engineer II and possession of a Bachelor's Degree from an accredited college or university with major course work in civil engineering; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

ADDITIONAL REQUIREMENTS: Possession of a professional engineer's license issued by the State of Delaware; possession of a valid Delaware Class D driver's license or its equivalent.

HISTORY OF REVISIONS:

Established: 07/18/95
Revised: 07/01/97
Revised: 05/01/01