CITY OF ONTARIO

CLASS CODE 2022 GROUP 5
DEPARTMENT REVIEW DATE
PERSONNEL APPROVAL
EFFECTIVE DATE 2/11/90
SUPERSEDES

ASSOCIATE ENGINEER

DEFINITION

This is a professional engineering work utilizing civil engineering practices and principles applied to municipal engineering. Under general supervision, this position is responsible for an assigned area of responsibility which will be general or specific in nature, and will involve public works projects, department functions and activities, and directly overseeing the work of subordinate technical personnel on a day-to-day basis. The position is responsible and accountable for timely completion of assignments and technical review of work performed by others. Work is reviewed by observation, conference and analysis of work results.

TYPICAL EXAMPLES OF WORK

Serves as project manager on public works projects and daily supervises and reviews subordinates who perform this work. If assigned to a municipal service function within the department is responsible for directly overseeing subordinates and participating in studies, preparation of reports, developing programs, providing land development processing services, traffic engineering functions and/or programs, or providing other municipal engineering or related services. If assigned to a function involving public works projects, the work involves overseeing or directly providing project planning, budgeting, design services, bidding and contract administration. The work might otherwise require overseeing subdivision processing, preparation of reports, performing studies, planning and implementing programs, or providing municipal engineering services in a wide variety of functional areas; performs other related work as required.

QUALIFICATIONS, SKILLS AND ABILITIES

Minimum: Bachelor's degree in Civil Engineering or equivalent combination of experience and education that would provide the required knowledge, skills and abilities; two (2) years of professional engineering experience; ability to establish and maintain effective working relationships with other employees, City officials, other agencies, and the general public; ability to oversee the work of others and to complete complex projects satisfactorily and on schedule; knowledge of engineering principles and practices applied in the planning, location, design, construction and maintenance of public works engineering projects; knowledge of authoritative reference work in the general field of engineering; ability to prepare, interpret and utilize engineering plans, maps, specifications and reports; valid California driver's license.

Desirable: Possession of an Engineer-in-Training Certificate or registration as a Civil Engineer or Traffic Engineer in the State of California; technical writing skills; two years of supervisory level experience related to area(s) of assignment.