



St. Bernard Parish, Louisiana

Classification Specification

STAFF ENGINEER

Purpose of Classification:

The purpose of this classification is to perform licensed professional engineering duties involving the planning, project management and development, design, construction, maintenance and operation of smaller public works projects for St. Bernard Parish Government.

Essential Functions:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Manages or assists in the management of one or more phases of a public works projects; assists with the management of capital improvement programs, awards and procurement.

Signs and seals engineering documents; assists with the management of public works projects closeout activities; reviews and approves drainage permits; specifies, authorizes and issues canal crossing permits and canal ditch crossing requests.

Reviews project pre-design, definition, and scope of services for cost optimization, statutory and regulatory compliance and makes recommendations.

Assists in the development of project goals, objectives, strategies, polices, procedures and budgets; analyzes reports, maps, drawing, blueprints, tests, and aerial photography to plan and design projects.

Additional Functions:

Performs other related duties as required.

Minimum Qualifications:

Bachelors Degree in Civil Engineering or a related field required; Certification / License: Must possess and maintain an Engineering License from the state of Louisiana and a valid Louisiana Driver's License; supplemented by three years of experience in Engineering field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Performance Aptitudes:

Data Utilization: Requires the ability to coordinate, manage, and/or correlate data. Includes exercising judgment in determining time, place and/or sequence of operations, referencing data analyses to determine necessity for revision of organizational components, and in the formulation of operational strategy.

Human Interaction: Requires the ability to apply principles of negotiation. Performs such in formal situations within the context of legal guidelines.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize consulting and advisory data and information, as well as reference, descriptive and/or design data and information as applicable.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, and ratios; may include ability to calculate surface areas, volumes, weights, and measures.

Functional Reasoning: Requires the ability to apply principles of logical or synthesis functions; to deal with several concrete and abstract variables; and to analyze major problems that require complex planning for interrelated activities that can span one or several work units.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving broader aspects of organizational programs and operations, moderately unstable situations, or the direction, control and planning of an entire program or set of programs.

ADA Compliance:

Physical Ability: Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use engineering tools and equipment including surveying equipment.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, wetness, humidity, rain, hazardous materials, traffic hazards and bright/dim lights.

St. Bernard Parish is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Parish will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. Consideration for employment is made without regards to Race, Color, Religion, Sex, National Origin, Age, or Disability.