

## **ENGINEERING SUPERVISOR**

### CODES/PAY RANGE

Class Code: 2103

EEO Code: B

Pay Range: 216

### MAJOR FUNCTION

Responsible technical position supervising design, survey, right of way, or construction inspection.

### ILLUSTRATIVE DUTIES

(NOTE: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Supervises a group of technical employees who provides one or more of the following services:

Designs and prepares construction plans for roads, parking lots, drainage structures, and other related work.

Prepares property descriptions and right of way maps.

Supervises the appraisals and negotiations for property needed for County projects. Provides survey services for County projects.

Supervises the construction of County road and other related projects and inspects and tests materials used in these projects.

Prepares schedules to accomplish assigned projects. Coordinates and schedules activities with other County divisions, State agencies, and other public agencies.

Oversees the progress of projects assigned to consultants.

Makes presentations to civic groups, other agencies, and the general public concerning County projects.

Sets priorities and makes work assignments for personnel within the unit. Handles special projects.

Performs related work as required.

### KNOWLEDGE, ABILITIES AND SKILLS

**(Engineering Supervisor continued)**

Knowledge in land surveying, roadway design, roadway construction, property acquisition for road construction, or property descriptions, and abstracts.

Ability to read construction plans. Ability to plan and organize work. Ability to supervise employees. Ability to coordinate with other units and public agencies. Ability to discuss County projects with the general public. Ability to communicate effectively both orally and in writing.

**MINIMUM QUALIFICATIONS**

Graduation from high school or possession of a GED and ten (10) years technical experience in roadway or structural design, land surveying, writing property descriptions, or construction supervision, inspection, and testing.

Possession of a Florida Driver's License.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications.

**ADA REQUIREMENTS**

Physical Demands: Sedentary work. Ability to see, talk; manual/finger dexterity.

Environmental Demands: Inside work.

Mental Demands: Ability to read and comprehend technical reports and journals; blueprints, layouts, designs; safety rules, reports, memos, policies, procedures and correspondence. Ability to perform shop math, geometry, and basic mathematical functions. Ability to write letters, memos, reports, summaries relaying clear information, data, details, directions. Ability to speak publicly; conversant in theory and practices of discipline to laymen.