

DEPUTY TOWN ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: This is a highly responsible technical position requiring a thorough knowledge of engineering principles and practices as well as the operation of municipal government. While considerable latitude for the exercise of independent judgment is allowed, general supervision is provided by the Town Engineer, who directs all work. This position differs from other engineering positions in part because the incumbent is authorized to act for and on behalf of the Town Engineer as a Deputy. Supervision may be exercised over subordinate engineering, technical and/or clerical employees. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)
Acts for and in the place of the Town Engineer;
Prepares maps, plans, profiles and cross-section drawings;
Assists in planning special construction or maintenance projects;
Prepares surveys and estimates of quantities;
Estimates construction costs for pavement, sewers, drains, sidewalks, water mains and other public works projects including structures;
Provides technical assistance for Town water and sewer districts;
Supervises technical staff;
Performs other engineering tasks as directed;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the principles of civil engineering and the sources of engineering information; good knowledge of modern methods and techniques as applied to the design, construction and maintenance of public works, such as water mains, sanitary sewers, storm drains, etc.; knowledge of building construction and maintenance; knowledge of administrative principles and practices that apply to local government; ability to initiate and develop studies and investigations and to prepare reports, ability to supervise and direct the work of others; initiative; resourcefulness in the solution of engineering problems.

MINIMUM QUALIFICATIONS: Either
a) Master's Degree in engineering and two (2) years work experience in the field of engineering; or
b) Bachelor's Degree in Engineering, and three (3) years work experience in the field of engineering; or
c) An equivalent combination of training and experience as indicated in a) and b) above.

PLEASE NOTE: Education beyond the secondary level must be from an institution accredited or recognized by the Board of Regents of the New York State Department of Education as a post secondary, degree-granting institution.

SPECIAL REQUIREMENT: Possession of a Professional Engineer License issued by the State of New York at time of appointment.