

## ASSISTANT CITY ENGINEER

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### DEFINITION

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Under general direction, plans, organizes, and directs engineering as related to municipal public works including design of infrastructure, approval of improvement plans and final maps of survey; performs related duties as required.

### DISTINGUISHING CHARACTERISTICS

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This position is a single position class. Receiving general direction from management staff, the incumbent performs a variety of technical and managerial work of considerable difficulty, supervises lower level professional and/or technical staff involved in the investigation, quality control, quality assurance, and/or inspection of construction projects.

### REPRESENTATIVE DUTIES

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*The duties listed below are examples of the work typically performed by the employee of this class. Not all assigned duties may be listed. Marginal duties (shown in italics) are those which are non-essential job function for this class*

1. Plans, assigns, supervises, and performs professional engineering work in the design, construction, and maintenance of public works.
2. Coordinates with the City Engineer in evaluating, developing, planning, and scheduling long range public works programs; assists in developing sources of funding for capital improvements.
3. Develops engineering budget and prepares various regular and special reports; prepares, implements, administers, and enforces City ordinances related to engineering and building functions.
4. If designated by the City Engineer, supervises and participates in office and field engineering work as well as survey and drafting work in connection with the design and construction of public works projects; resolves problems of design, materials, and processes proposed in connection with new construction of major repair.
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*The duties listed below are examples of the work typically performed by employees in this class. And employee may not be assigned all duties listed and may be assigned duties which are not listed below. Marginal duties (shown in italics) are those which are **least** likely to be essential functions for any single position in this class.*

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## **EMPLOYMENT STANDARDS**

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### **Education and/or Experience**

### **Knowledge of:**

### **Ability to:**

### **Special Requirements**

Possession of or ability to obtain and maintain a valid California Drivers' License.

### **Physical Demands**

## **WORKING CONDITIONS**

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Date Adopted: