

TOWN OF TRUMBULL
CIVIL ENGINEER I
ENGINEERING/PROFESSIONAL

Wage Grade: H

GENERAL STATEMENT OF DUTIES:

1. Designs and details various Public Work/WPCAs projects.
3. Computes grades on profiles.
4. Prepares preliminary specifications on projects and contracts.
5. Compiles information and writes reports.
6. Performs field inspection and reviews Town approved engineered plans for conformity to State Statutes, Town Regulations and sound engineering judgment.
7. Prepares legal descriptions of easements and properties.
8. Performs field data collection surveys.
9. Performs geospatial computations of Town, State Plane and other published horizontal and vertical datums.
10. Calculates, review and inspect performance bond postings and release request.
11. Competently completes CADD drawings.
12. Performs graphic database construction and maintenance.
13. Performs graphic illustrations for Town publications.
14. Updates Town maps, including but not limited to properties, streets, assessors, sewer and zoning.
15. Utilizes GIS for planning, analysis and land use evaluation.
16. Interfaces with the public on all matters handled in the Engineering Office/Water Pollution Control Authority.
17. Does related tasks as assigned

SUPERVISION RECEIVED:

Works under the supervision of the Director of Public Works or his/her assigned designee.

MINIMUM QUALIFICATIONS, KNOWLEDGE, SKILL AND ABILITY:

1. Knowledge of modern principles and practices of Civil Engineering and/or Geographic Information Systems.
2. Strong computer skills with emphasis in use of Autodesk and ESRI software.
3. Operates CAD/GIS Systems to construct, update and maintain graphic databases.
4. Clear and Concise written and oral expression.
5. General knowledge and experience in field data collection and measurement.
6. Strong mathematical ability.
7. Ability to respond courteously to the Public and co-workers.

EXPERIENCE AND TRAINING:

Graduation from a college or university with a Bachelor's Degree in Civil Engineering, 2 years CAD/GIS work experience preferred. General knowledge of Connecticut Inland Wetlands general statutes, the Clean Water Act and/or NCEES Certification in Fundamentals of Engineering or Fundamentals of Surveying preferred.