



JOB ANNOUNCEMENT

Midvale City Human Resources
7505 S Holden Street
Midvale, UT 84047
801-567-7200
Midvale.Utah.gov

CITY ENGINEER

Opening Date: February 12, 2025

Closing Date: Open until filled

Salary Range: \$102,511 - \$163,881

Status: Full-time, Exempt

Hiring Range: \$102,511 – \$133,196

The statements and information in this document are neither intended to nor do they create contractual or other rights on behalf of any person hired by the City.

GENERAL PURPOSE

Under broad policy guidance and direction performs supervisory and administrative functions for Engineering. Supervises and manages all functions related to engineering responsibilities of the City.

SUPERVISOR

Community Development Director

POSITION(S) SUPERVISED

Engineering Manager
Project Site Coordinator

ESSENTIAL JOB FUNCTIONS

- Meet performance standards established with the employee's manager;
- Job attendance is required, except for authorized leave;
- Supervises and manages activities of Engineering;
- Responsible for department staffing and evaluations;
- Manages professional service contracts the City enters into regarding Engineering;
- Monitors fiscal activity to assure conformity with established policies; reviews and approves departmental purchases;
- Consults with and advises Mayor, Council, senior staff, other city departments, and citizens groups on issues related to engineering;
- Reviews and approves construction plans and applications for new development to ensure conformity to City standards;
- Coordinates with Federal, State and local agencies to meet requirements of applicable laws and regulations;
- Oversees and coordinates the City's Traffic Control Committee. Presents committee recommendations to the City Manager and City Council as directed;
- Coordinates all development and improvements in the city right of way including street cut permits and franchise agreements;
- Implements recommendations from the adopted Transportation Master Plan;
- Works with Community Development and Redevelopment Staff to implement the development goals of the City including improvements in walkability, complete streets and placemaking efforts.
- Works with city staff to accomplish the goals and direction of the City Council;

- Facilitates clear communication between departments and divisions to ensure proper function and coordination between PW, Water, GIS and other critical city services;
- Serves as City's representative on various committees and boards as directed by City Manager;
- Develops and implements capital improvement plans for various City infrastructure;
- Assists with the development of City ordinances, design standards, and policies;
- Makes recommendations to the City Manager and Community Development Director on decisions regarding recruitment, hiring, discipline, retention, and advancement of staff;
- Ability to understand complex issues and make decisions based on available information and experience;
- Other duties as assigned.

Exempt Status: While the schedule of the employee in this position is flexible, the following is expected to ensure availability and coverage within the department and duties are accomplished:

- Arrive for the work day no later than 8:30 a.m. unless extenuating circumstances dictate otherwise.
- Ensure coverage in the office during lunch hours.
- Limit the amount of time out of the office when coverage is limited.
- Ensure that work product is complete/up to date.
- All time off in excess of 2 hours must be approved by the department director or designee.
- Employee shall take into consideration their availability to the general public, developers and other employees.
- The City's adoption of a 10-hour work day provides for services to the public after 5:00 p.m. It is expected that this time is covered by this position or an approved designee.

MINIMUM QUALIFICATIONS

1. Education and Experience:

- Graduation from an accredited college or university with a B.S. Degree in Civil Engineering, plus a minimum of eight (8) years professional engineering experience, five (5) of which involved in municipal engineering projects;
- Plus, a minimum of three (3) years supervisory experience, or an equivalent combination of education and experience.

2. Special Qualifications, Licenses, Certifications:

- Must possess and maintain a valid Utah Driver's License with periodic verifications by the city.
- Must be a licensed professional engineer in the State of Utah.
- Must be proficient at problem solving and handling many tasks simultaneously regarding the operation and management duties within the department.

3. Knowledge, Skills and Abilities:

- Knowledge of all engineering related systems with the ability to identify problems and determine optimum solutions;
- Ability to make accurate decisions in emergency/stressful situations where consequences of error could be costly;
- Ability to communicate effectively verbally and in writing;
- Ability to plan and organize work of subordinates;
- Ability to evaluate employee performance and make related decisions for procedures, regulations and standards without partiality;

- Ability to develop effective working relationships with elected officials, public and private managers, department heads, subordinates, construction & field personnel, other engineers and professionals, and the public;
- Considerable knowledge civil engineering practices and procedures;
- Considerable skill in the use of a variety of technical engineering equipment;
- Considerable computer skills and working knowledge of office and engineering related software;
- Ability to read and interpret construction plans and specifications;
- Ability to prepare, with input from management staff, present, manage and oversee department budget.

4. Working Conditions: Employee(s) in this position perform in generally comfortable conditions involving intermittent sitting, standing, walking, stooping, and reaching. While performing the duties of this job, the employee must occasionally bend, lift and/or move up to 70 pounds. Talking, hearing and seeing required in the normal course of performing the job. Common eye, hand, and finger dexterity are required to perform essential functions. Mental application utilizes memory for details, verbal instructions, emotional stability, critical thinking and creative problem solving. Periodic local travel required in the course of performing portions of job functions. Considerable exposure to stress as a result of human behavior, frequent deadlines, and the general demands of the position.

NOTICE

This job description in no way states or implies that these are the only tasks to be performed by the employee occupying this position. He or she will be required to follow any other instructions and to perform any other job-related duties requested by his or her supervisor. It is the policy of Midvale City to provide and promote equal opportunity in employment, compensation, and other terms and conditions of employment without discrimination because of race, color, sex, religion, national origin, age, or disability. Human Resources will provide reasonable accommodation for any applicants during the selection process. If you have special needs, please call 801-567-7223.

APPLICATIONS AND RESUME must be submitted online at Midvale.Utah.gov. This position is open until filled with the first review on **February 26, 2025**.

MIDVALE CITY IS AN EQUAL OPPORTUNITY EMPLOYER