



# POSITION DESCRIPTION

TITLE: Project Engineer – Structural - Design		EEO CODE:			
REPORTS TO: Senior Supervising Engineer		<input type="checkbox"/> Officials and Admin.	<input type="checkbox"/> Executives	<input type="checkbox"/> Management	<input type="checkbox"/> Supervisors
		<input type="checkbox"/> Professionals	<input type="checkbox"/> Technicians	<input type="checkbox"/> Protective Services	<input type="checkbox"/> Paraprofessionals
		<input type="checkbox"/> Admin. Support	<input type="checkbox"/> Skilled Craft	<input type="checkbox"/> Service & Maintenance	
GRADE: XIV Local 3914	EFFECTIVE:	APPROVED:			Approved at Commission Meeting on:

**POSITION OBJECTIVE:** Under the general direction of the Senior Supervising Engineer, manages engineering projects to completion, serving as liaison between the Authority and consultants.

**GENERAL RESPONSIBILITIES:**

1. Develops scope of work and proposal documents for design and/or bridge inspection projects, reviews proposal documents and recommends selection of consulting engineers which comply with the Authority requirements.
2. Coordinates the planning and execution of the complete engineering designs/inspections of an assigned project and directs/manages the efforts of the consultant.
3. Reviews and responds to inquiries and concerns from other Authority departments, outside agencies and patrons.
4. Provides technical assistance and other functions for various projects administered by other Departments of the Authority.
5. Performs thorough reviews of assigned bridge inspection documents and design project documents - preliminary design, each phase of final design, contract document submittals, post design efforts, permits and public outreach efforts.
6. Reviews plans and calculations prepared by consultants; reviews improvements by others, abutting the Turnpike and Parkway.
7. Investigates problems and recommends solutions associated with new or existing facilities.
8. Reviews and recommends for approval, requests by outside agencies to perform work on Authority right-of-way.
9. Develops project budgets, cost estimates, schedules, agreements with outside agencies, and handles all administrative matters associated with assigned projects.

**RESPONSIBILITY FOR RELATIONSHIPS:** Maintains a cooperative working relationship with consulting engineers, outside agencies, superiors and others in the Engineering Department and throughout the Authority. Displays a flexible and adaptable attitude. Demonstrates leadership, initiative, good work ethics and team spirit, thus, contributes positively to the Structures Design Section's overall performance.

**MINIMUM QUALIFICATIONS:**

1. Bachelor of Science Degree in Civil Engineering.
2. New Jersey Professional Engineer License required.
3. Seven (7) or more years of professional engineering experience preferably containing a mix of inspection, design, contract document preparation, contract review, and construction supervision/management relating to various types of bridge and structural engineering projects, including at least four (4) or more years in responsible charge.
4. Knowledge of Microsoft Office programs, and general structural analysis programs.
5. Excellent verbal and written communication skills.
6. Possession of a valid Driver's License.