

SNOHOMISH COUNTY JOB DESCRIPTION

PARKS ENGINEER III

Spec No. 3382

BASIC FUNCTION

To perform professional engineering assignments in design, plan review, construction, land development, or program development, which require advanced expertise in engineering. To act as resource to park staff and other professionals including landscape architects, architects and engineers on projects. To act as a project manager and to provide support to specific programs or activities related to parks and facilities.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Project management, analysis, and design of major improvements and modifications to parks, roads, trails, parking areas, drainage structures and buildings; produces design reports and plans, specifications and cost estimates for construction of park facilities such as roadways, bridges, shelters, restrooms, surface water systems, septic systems and solid waste sites.
2. Reviews, approves and stamps if required engineering design work from staff and consultants to ensure proposed designs meet project needs, engineering specifications, cost regulatory requirements and specific requirements for issuance of Certificate of Compliance with Grading and Drainage Codes or to meet other development requirements.
3. Conducts, supports or directs the preparation of major planning or design engineering studies by identifying and researching needs and problems; monitors the collection of field data and the technical evaluations used to develop recommendations.
4. Provides technical review and may manage the process for the selection and administration of engineering consultants performing work for planning and reports, plans, specifications, estimates, and on call engineering services.
5. Prepares requests for proposals for professional engineering, consulting, and environmental services; reviews requests from consultants for changes in scope of work and recommends appropriate action.
6. Acts a technical resource in engineering to resolve complex design and construction problems in parks or other County facilities as required and provide assistance in correcting related problems on private property.
7. Conducts field trips to inspect project sites during acquisition, planning and design phases, and during construction for compliance with specifications and plans.
8. Provides technical support and acts as engineering liaison between public works, consulting engineering firms and other governmental agencies; reviews agency documents preparing and presenting comments on behalf of the department.

SNOHOMISH COUNTY JOB DESCRIPTION

PARKS ENGINEER III

Spec No. 3382

STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

9. Coordinates the location, notification and preparation of presentations at public meetings for assigned projects and assists in other project manager's public meetings. Provides technical testimony at Public Hearings or Meetings.
10. Provides technical assistance, guidance, and training to staff.
11. Assigns, leads, and evaluates the work of employees as required; advises assists and trains staff as necessary. May participate in the selection of new employees, and make recommendations regarding hiring.
12. Researches and prepares pertinent data and reports for legal counsel for court actions requiring professional engineering support.
13. Reviews and approves plans and contract documents before they are used in the public bidding process for county park construction projects.
14. Supports, monitors and keeps current a public meeting calendar for public information meetings on projects.
15. Assures the accuracy of engineering design standards and standard specifications used by the design staff; updates design standards and specifications Maintains up to date files of design standard drawings and standard specifications for staff use.
16. Develops recommendations for mitigating measures to reduce or provide for environmental impacts to the county park system.
17. Supervises or conducts field and laboratory investigations required to obtain representative soil information for potential construction sites; such investigations may be through borings, soundings, sampling or testing.
18. Evaluates field laboratory soils results and makes engineering recommendations pertaining to the foundation design of roadway, bridge foundations, drainage facilities, retaining walls and landslide corrections.
19. Approves construction materials and their sources, maintains materials records, makes recommendations pertaining to material acceptance; establishes related procedures and criteria as necessary.

STATEMENT OF OTHER JOB DUTIES

20. Performs related duties as required

SNOHOMISH COUNTY JOB DESCRIPTION

PARKS ENGINEER III

Spec No. 3382

MINIMUM QUALIFICATIONS

A Bachelor of Science degree in civil engineering or related field, and four (4) years of civil engineering experience, three (3) of which are in the area of specialization; OR, any equivalent combination of training and/or experience that provides the required knowledge and abilities. Must pass job related tests.

SPECIAL REQUIREMENTS

A Washington State Professional Engineer's License or ability to obtain one by demonstrated training or experience is required for most positions.

A valid Washington State Driver's License.

KNOWLEDGE AND ABILITIES

Knowledge of:

- engineering mathematics;
- engineering principles, practices, materials and equipment;
- the current codes, trends, and developments in the field of engineering and park development.;
- principles of project management, organization and administration;
- laws and regulations applicable to engineering and park development.

Ability to:

- direct and inspect the work of staff, consultants and contractors on civil engineering studies and projects;
- prepare and manage project activities, including monitoring budgets, work schedules, grant requirements and progress reviews;
- plan, direct and coordinate the work of staff;
- establish and maintain effective working relationships with other county employees, representatives of other agencies and with the general public;
- communicate effectively both orally and in writing;
- prepare, stamp or oversee the preparation of engineering studies and plans.

SUPERVISION

Employees report to and receive direction from a supervisor. Employees may lead full-time or temporary employees. A high degree of independent judgment and action is exercised in planning projects and programs and resolving administrative and technical problems within the framework of established codes, policies, budgetary limits and sound engineering practices.

SNOHOMISH COUNTY JOB DESCRIPTION

PARKS ENGINEER III

Spec No. 3382

WORKING CONDITIONS

The work is performed in an office environment with frequent field trips to locations throughout the county to make site visits, attend meetings, or coordinate work activities. Meetings or project requirements may involve working evenings, weekends or holidays as necessary.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: June 2012
EEO Category: 2 - Professionals
Pay Grade: 244 – Classified Pay Plan
Workers Comp: 1501 Hazardous