

CITY ENGINEER
Appointed/Exempt
Compensation: \$100,000 - \$110,000

Forward all resumes to:

City of Shreveport
Dale Sibley, CAO
505 Travis Street Ste 200
Shreveport, LA 71130
cao@shreveportla.gov

DESCRIPTION:

The city engineer reports to the Chief Administrative Officer (CAO). The city engineer directs multiple divisions and is responsible for the financial, operational, and administrative functions for the following projects and services: Capital Projects/Major Projects, Right-of-Way Services, and Right-of-Way Enforcement as well as oversight of Bond Programs and the city's involvement with major regional transportation and infrastructure projects/programs.

Work is reviewed for the attainment of strategic goals, overall service delivery, compliance, and fiscal accountability with specified city-wide objectives from City Charter and Ordinances.

The civil Engineer work activities are divided into four classes. There are four general management classes in the engineering/architect series that include the Engineer/Architect Manager, Senior Engineer/Architect Manager, Engineer/Architect Director, and Engineer/Architect Executive. The City Engineer is a one incumbent class and the position is responsible for the financial, operational, and administrative functions of all engineering activities within the city.

ESSENTIAL DUTIES:

The city engineer is responsible for planning, reviewing and updating city design guidelines for roadways, water distribution, sanitary and drainage systems and other municipal infrastructure as well as their standards and specifications. The functions of the city engineer also include participating in bid approvals and work with city departments and divisions to resolve project related issues.

Guidelines are in the form of City Charter, ordinances, and legal and professional regulations and objectives.

Work assignment is unstructured and employee is responsible for establishing and directing the mission, vision, and objectives of the organization. Duties performed involve weighing and evaluating multiple complex and abstract factors requiring a high degree of concentration, analytical ability, judgment, problem solving, and an external awareness on a variety of political, business, and community factors.

Employee is responsible for directing multiple divisions, generally with city-wide responsibilities, that require developing and implementing strategies, objectives, and policies; defining an organizational structure and required resources; establishing organizational performance standards; and providing leadership for the organization and the community.

Establishes the long term vision and strategic plan for the organization in conjunction with the appointing authority, other executives, directors, and managers while integrating the perspectives of policy makers and elected officials into plans.

Provides technical engineering advice and assistance to other departments, elected and appointed officials, other governmental jurisdictions, and consultants in connection with the planning and execution of public works system improvements, programs, projects, and other engineering matters.

Possesses an understanding of the objectives of both internal groups and external organizations in order to collaborate and gain support for city-wide programs, projects, and goals for current and future concerns and regulatory compliance.

Reviews and recommends grant writing strategies to leverage city dollars for system improvements in coordination with other governmental agencies and/or private partners.

Manages the development and implementation of the organization's goals, objectives, policies, and priorities that enables employees and the organization to be successful now and in the future. Creates overall organizational design and optimizes resource allocations based on the long term vision of the organization and available financial resources.

Provides leadership and direction to directors, managers, and staff members to ensure the continued development and management of an efficient organization. Establishes effective decision making processes that achieve goals and objectives.

Resolves complex issues with multiple internal and external stakeholders that add value to the overall management of the organization.

Represents the department in meetings with elected and/or appointed officials and other city entities. Serves as the city representative with a variety of public, business, and community organizations and fosters collaborative relationships to the benefit of the organization. Ensures divisions/department accomplish annual work plans, strategic initiatives, and performance standards. Creates and promotes a positive, inclusive work environment that supports consistency throughout the organization's strategic and operational methods.

Oversees the financial status of the organization including developing long and short range financial plans. Monitors the budget to ensure sound financial controls are in place. Sets financial priorities to ensure the organization is operating in a manner that supports the city's financial goals. Selects, trains, develops, and evaluates subordinate staff. Makes decisions on hiring, terminations, promotions, and disciplinary actions as required.

MINIMUM REQUIREMENTS:

The city engineer must possess a bachelor's of science in engineering, with an emphasis in civil engineering, water resources engineering, geotechnical engineering, construction engineering or structural engineering. A professional engineering license (P.E.) is mandatory. A minimum of ten years of field experience is required.

Knowledge of the city and state's policies, laws and regulations is required. The applicant should possess a thorough knowledge of principles and practices of civil engineering, laws and procedures of land surveying, principles and practices of project management as well as local laws, codes and regulations related to public works design and construction. It is the responsibility of the city engineer to ensure that the project is designed and implemented in a manner so as to resist natural hazards such as flood and earthquake. Applicant needs an understanding of technical drawings and environmental concerns, such as sewage details, road design and transportation infrastructure and oversee project implementation, including budget and timeline factors.

Ability to apply professional engineering principles; ability to maintain harmonious working relationships; creative talent and imagination; ability to perceive and visualize spatial relationships of plane and solid objects; logical mind; facility in mathematics; verbal facility and ability to write and print clearly and distinctly.

Physical Demands (Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs):

Sitting: remaining in the normal seated position.

Handling: seizing, holding, grasping, or otherwise working with hand(s).

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Repetitive motions: making frequent movements with a part of the body.

Eye/hand/foot coordination: performing work through using two or more.

Working Environment:

Pressure due to multiple calls, inquiries, and conflict

Subject to many interruptions

Subject to varying and unpredictable situations

Subject to long irregular hours

The City of Shreveport is an EEOC Employer