CITY OF BAINBRIDGE ISLAND invites applications for the position of:

Engineer II

**SALARY:**
$7,939.00 - $9,955.00 Monthly  
$95,268.00 - $119,460.00 Annually

**OPENING DATE:** 02/17/21

**JOB PURPOSE/SUMMARY:**

This position is open until filled. Cutoff for first review of applications: 8 am, March 9, 2021.

There is one vacancy in the capital group of Public Works Engineering. The position will be filled at either the Engineer I or Engineer II level, depending on qualifications. The ideal candidate has experience with waterworks utilities (water, sewer and/or stormwater), including:

- Design and permitting;
- Modeling;
- Operations and construction; and
- System planning.

The Engineer II independently performs professional-level engineering work of considerable difficulty in connection with a variety of public works projects and in the review of private and public developments. The Engineer II is a key member in a team of professionals in the Engineering Division of the Public Works Department, which consists of capital, right-of-way, development engineering, and water resources groups. Work may be performed by the Engineer II or by a consultant or City staff under the Engineer II’s direction and review.

**About the City of Bainbridge Island**
The City of Bainbridge Island is a vibrant community with small-town feel, 52 miles of scenic shoreline and densely forested areas. Our employees are the most important asset in preserving and enhancing the special character of the Island, and in responding to the community’s needs. The City provides competitive salaries, outstanding benefits and professional growth opportunities.

**City Vision**
A healthy Bainbridge Island, now and for future generations.

**City Mission**
Serve and respond with skill, trust, and care.

**City Values**
- Stewardship: We manage our resources with intention.
- Professionalism: We bring knowledge to our work and energy to new challenges.
- Connection: Respect and communication are central to our success.
- Balance: Personal well-being improves our work and makes our organization strong.

**ESSENTIAL FUNCTIONS:**

The Engineer II classification is distinguished from the Engineer I classification by the assignment of the most complex journey-level work. Some essential functions are specific to an assignment area, and some are applicable to all assignment areas.

- Works closely with other City staff, contractors, engineers, County representatives, State agencies, property owners and residents and others on long range and day-to-day
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concerns; responds to public records requests and information requests; responds to
citizen inquiries, requests for service and/or complaints; may contact property owners to
collect data, solicit support or to inform residents of current projects.

- Presents information in a variety of settings including one-on-one contact, meetings,
  public presentation and City Council meetings; develops materials to assist in discussions
  and public presentations (technical memoranda, poster boards, PowerPoint, etc.); may
  represent the City at inter-agency meetings, Council meetings, or with contractors or
citizen groups as assigned.

- Progressively develops skills and knowledge in their assigned areas including the
  regulations governing their assignment (i.e. plan, specification and estimate requirements
  and formatting, survey practices, development standards, WSDOT and other regulatory
  or funding entity requirements, drafting formats, storm water requirements, etc.).

- Monitors project costs and invoices to ensure accuracy, reasonableness of services and
  materials and adherence to budget; reviews and approves payment requests and release
  of performance bond funds within scope of authority.

- Preps speed studies, reviews traffic impact analysis, and performs traffic engineering
tasks; prepares or performs modeling for City water or sewer systems or infrastructure;
prepares system studies as assigned.

- Conducts analyses and drafts technical memoranda.

- Reads and interprets codes, regulations, maps, property descriptions, plans, and
  specifications.

- Develops or proposes modifications to Department regulations, City policies and
  ordinances when appropriate; documents project activities; prepares spreadsheets and
  plans/schedules work activities.

- Plans, prioritizes and manages day-to-day and project assignments.

- Maintains timely and regular attendance.

- Other duties as assigned.

Capital

- Manages assigned facilities, transportation, storm water, water, and sewer projects,
  including design, right-of-way, and construction.

- Gathers site information; prepares preliminary design alternatives for evaluation and
  alternative selection on technical merit and community input; analyzes project issues and
  recommends solutions within scope of authority and training; duties may vary according to
  job assignment.

- Preps or leads efforts to prepare studies, designs, specifications, cost estimates,
  leading to production of construction documents; develops final construction documents
  for bidding.

- Performs construction administration and inspection of capital projects; develops project
  schedules and monitors progress of work; inspects construction in progress to verify that
  work is being completed in accordance with the design; makes field modifications as
  appropriate, ensures project deliverables meet standards and quality requirements;
  documents work for City record and ensures project closeout activities are performed.

- Drafts contract documents in WSDOT and CSI 16-division formats

- Prepares grant applications including developing schematic designs and estimates as
  assigned.

Development

- Reviews private and utility development projects for conformity with City and other
  requirements; reviews infrastructure studies; reviews plans for conformity to uniform
  codes, local ordinances and State and Federal regulations; reviews and makes technical
  engineering analyses of land use development projects and proposals; evaluates need for
  design changes and makes appropriate recommendations; develops conditions for
  approval of development.

- Coordinates engineering plan review comments from other City staff and consultants.

- Assists with inspections of private development construction in progress to verify work is
  performed in accordance with requirements; makes modifications as appropriate.

- Performs regulatory oversight of both public and private facilities, including but not limited
  to surface and storm water management.

- Organizes, prepares and maintains accurate reports and records of plan reviews and any
  inspection activities.

PREFERRED QUALIFICATIONS:

https://agency.governmentjobs.com/bainbridgewa/job_bulletin.cfm?jobID=2988999&sharedWindow=0
A bachelor's degree in civil engineering, construction management or a related field and six years of relevant progressive experience in engineering design, development review, project management and/or construction inspection/management are preferred.

**Knowledge of:**
- Civil engineering methods and practices for project planning, designs, technical plans, specifications, estimates and reports for engineering and infrastructure improvement projects.
- Principles of design, construction and maintenance of public works projects, including conceptual design, project scoping, engineering design, environmental assessment and right-of-way.
- Fundamentals of engineering, construction methods and advanced mathematics and physics.
- Road, utility and facility design standards, specifications and requirements for municipal projects. (i.e. AASHTO, WSDOT, APWA, MUTCD etc).
- National, State, and Local regulatory requirements (i.e. WSDOE, WDFW, USFWS, etc a).
- Modeling techniques to support road and utility systems.
- Methods and techniques of field inspection of public works construction projects.
- Principles and practices of government project management and methods of evaluating construction compliance.
- Practices and procedures for regulatory oversight and compliance related to development and storm water management.
- Principles of record keeping and records management.
- City organization, operations, policies and procedures.

**Ability to:**
- Manage and coordinate the planning, design and construction of public works projects.
- Analyze technical issues, evaluate alternatives, and make recommendations based on findings.
- Read and evaluate blueprints and technical schematics, collect and analyze data and perform mathematical and statistical calculations.
- Apply engineering theory and skills to solve project issues.
- Work under supervision, independently or as a team member, and to meet required deadlines while simultaneously completing other tasks.
- Quickly grasp new techniques, deal with rapid changes in priorities, remain calm and effective in stressful situations, and to relate to various personality styles and the public in a professional manner.
- Maintain a high standard of accuracy, completeness and efficiency in the preparation of technical materials.
- Effectively manage consultants and contractors, and administer consultant and construction contracts.
- Produce, or review, design documents and reports for road, utility, and facility projects.
- Produce, or review, traffic studies and develop permanent and temporary traffic signage plans.
- Perform regulatory oversight of development and storm water facilities.
- Support and model the identified vision, values and behaviors of the organization.
- Establish and maintain effective working relationships.
- Use initiative and independent judgment within established procedural guidelines.
- Operate a personal computer utilizing a variety of standard and specialist software.
- Communicate effectively both orally and in writing.

**License and Certification Requirements**
- Professional Engineer (PE) license is required. If licensed in another state, must obtain Washington license within six months of hire.
- Valid Washington State driver's license is required.
- Successful completion of a pre-employment background check is required.

**ADDITIONAL INFORMATION:**

**Working Conditions**
The regular work schedule is generally Monday through Friday, 8 am to 5 pm. Work is primarily performed in an office which is busy, oriented to public service and subject to occasional work interruptions. Noise level is moderate. Position requires outdoor work, which includes driving a
vehicle. Outdoor environment can include uneven and unstable walking surfaces, tripping hazards and inclement weather conditions. Attendance at meetings before or after regular work hours may be required.

**Physical Requirements**
Continuous repetitive arm/hand movement is essential to performance. The incumbent in this position must be able to discern voice conversation, have the physical ability to perform essential job functions, and have hand-eye coordination sufficient to operate computers, do keyboarding and operate other office equipment. The incumbent must have the ability to produce legible handwritten documents and may need to push, pull, lift and carry up to 30 pounds.

_The City of Bainbridge Island is an equal opportunity employer. All employees and candidates for employment will be recruited, selected, trained, promoted, compensated and, if necessary, disciplined or terminated without regard to sex/gender, race, national origin, religion, creed, color, marital status, veteran status, age, pregnancy, sexual orientation, gender identity, disability, genetic information or any other basis prohibited by law._

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**Engineer II Supplemental Questionnaire**

* 1. What is your favorite part of public service? Why?

* 2. How do you see this position fitting in with your career goals?

* 3. Please describe particular skills, experience and/or training which you believe best qualifies you for this position.

* Required Question