



# SENIOR ENGINEER BRIDGE NON-PE JOB DESCRIPTION

Job Title: Senior Engineer Bridge Non-PE

Job Code: EN101

Pay Grade: 127

Effective Date: October 2007

FLSA: Non-Exempt

Revision Date: October 2024

## NATURE OF WORK

Under limited supervision, performs professional work of considerable technical difficulty related to engineering, construction, bridge inspection, and infrastructure projects for the Public Works Department (PWD).

## ESSENTIAL FUNCTIONS:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Serves as the Team Leader and is responsible for the bridge inspection team, including planning, preparing, and performing bridge inspections for County owned bridges.
- Under the oversight of the County Engineer, assists in the preparation of the Lewis County's Annual Bridge Report.
- Inspects condition of County roads, bridges and infrastructure, and verifies compliance to state and Federal standards; makes recommendations for maintenance and repair projects; verifies repair works and materials meet standards and technical requirements.
- Inspects County bridges; prepares National Bridge Inspection Standards (NBIS) reports of the bridge conditions for the Washington State Department of Transportation (WSDOT); maintains current bridge inspection files to NBIS criteria.
- Manages technical engineering databases, compiles technical data from a variety of sources, edits and verifies data, and updates databases.
- Serves as technical expert and lead worker on assigned area of Engineering Technician work for Public Works Department (PWD) engineering programs including survey, design and technical administrative work for civil engineering construction and infrastructure projects; performs work within scope of authority; duties may vary according to job assignment.
- Leads and supervises assigned staff; prioritizes and assigns tasks and projects; trains and instructs employees as required; works with employees to correct performance deficiencies.
- Oversees contract administration for PWD projects; develops contract specifications and provisions; tracks and reports compliance and financial information on projects;
- Coordinates projects, activities and information with other PWD staff, County Departments, contractors and outside agencies; coordinates documentation of environmental permitting and mitigation plans.
- Inspects construction projects to verify compliance to safety and quality standards; observes safety and security procedures and reports potentially unsafe conditions to Supervisor.
- Prepares and assists in the presentation of Departmental reports and project information; ensures information from external sources is integrated into County plans and documents.
- Competent in all essential functions of the Engineer Tech I, II, III, and IV positions.

**WORKING ENVIRONMENT / PHYSICAL DEMANDS:**

Work is performed both in an office in the field; field work includes inclement weather at times; sitting and standing for long periods of time, involves light physical demands and frequent use of a personal computer..

**DISTINGUISHING CHARACTERISTICS:**

This is the fully qualified senior level in the Engineer job series. Under the direction of the County Engineer, incumbents independently perform specialized civil engineering project duties, with extensive technical knowledge in a specific area of assignment (e.g. Bridge Inspection), and responsibility for the completion of assigned projects.

**EMPLOYMENT STANDARDS:**

Associate's Degree in Civil Engineering, Land Survey or related field; and of four (4) year's bridge inspection experience or some other combination as outlined in the Minimum Qualifications in the WSDOT Local Agency Guidelines.

Must possess a valid Driver's License, and Washington Traffic Control Flagger card; must complete First Aid/CPR training programs. Must have specialized experience in bridge inspection, including holding and maintaining the appropriate WA State bridge inspection certifications and completing the required continued certification requirements as outlined in the WSDOT Local Agency Guidelines.

**KNOWLEDGE AND SKILLS:**

**Knowledge of:**

- County policies and procedures.
- WSDOT Bridge Inspection Manual and inspection and reporting requirements
- Fundamental principles of civil engineering, mathematics and physics.
- Modern methods and techniques in the design and construction of Civil Engineering projects.
- Federal and State codes and regulations governing civil engineering and public works projects, including County Road Administration Board and Department of Transportation standards.
- Computers and specialized engineering software applications and file management procedures.
- OSHA safety rules, regulations, and safety standards in hazardous environments.
- Principles of record keeping and records management.

**Skills in:**

- Analyzing technical issues, evaluating alternatives, and developing solutions based on findings.
- Managing staff, delegating tasks and authority, and assessing and prioritizing multiple tasks and projects.
- Reading and interpreting engineering project plans, specifications, and blueprints.
- Interpreting technical plans, survey maps and legal descriptions.
- Applying algebra, geometry and trigonometry to complex mathematical problems.
- Interpreting technical instructions and analyzing complex variables.
- Reading, understanding, developing, manipulating, and analyzing engineering information in a variety of computerized data formats.
- Analyzing, evaluating, and interpreting technical data.
- Operating a personal computer utilizing standard and specialized software.