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ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY  
**CIVIL (DRAINAGE) ENGINEER**

**ENGINEERING SERVICES DIVISION**

**Pay Grade: 82 Pay Range: \$68,910 to \$96,470 annually DOE + benefits**

**FLSA Status: Exempt (not eligible for overtime)**

**Qualifications:** The preferred candidate will possess a Bachelor's Degree in Civil Engineering with registration as a Professional Engineer, (PE), in the State of Arizona, or be registered in another state and obtain Arizona registration within one year of employment; and/or be a Certified Floodplain Manager (CFM) or be able to obtain that certification within one year. The preferred candidate will have a minimum of five years of experience in civil engineering (sewer, water, transportation, grading & drainage) or closely related field, including three years working specifically with drainage and erosion mitigation designs, project management and surface water quality assessment and mitigation. Must possess and maintain a valid Arizona driver's license and pass pre-employment drug test and background check.

**Tasks:** Manages the ongoing implementation of the City's NPDES Phase II program and interfaces with ADEQ and/or EPA as appropriate; plans and manages the implementation of the City's Drainage Master Plan; reviews private development and capital improvement designs to insure compliance with City Drainage Criteria Manual (DCM) relative to proposed drainage improvements and erosion mitigation measures; reviews SWPPP's to assure compliance with State requirements; addresses public questions, concerns and/or complaints pertaining to drainage and/or erosion issues responds/resolves accordingly; participates in the planning process for development of construction programs and the budget; assists in the development of scopes of work and requests for qualifications for roadway projects implementing the City's capital improvement plan; develops technical information pertaining to drainage improvements and erosion mitigation and provides engineering assistance to department, other City departments, and engineering technical contractors as required.

Represents the Engineering Services Division at development review meetings, Planning and Zoning Commission meeting and City Council meetings; prepares stipulations for drainage infrastructure and/or erosion mitigation needs associated with private development projects. Coordinates and/or resolves questions and concerns from the public; when designated represent the City at various meetings involving drainage/erosion mitigation. The Drainage Engineer will serve as the City Floodplain Administrator and have supervisory responsibility for the City Environmental Coordinator employee.

**Knowledge, Skills and Other Characteristics:**

Knowledge of Federal, State and City of Prescott regulations, policies, procedures and ordinances related to drainage and erosion mitigation.  
Knowledge of civil engineering related to drainage facilities and streets infrastructure, capital and private improvement construction projects.  
Knowledge of methods and techniques for planning, cost estimation, and budgeting for projects engineering and construction.  
Knowledge of land-use planning and Geographical Information Systems (GIS)

**Skill in:**

Skill in engineering design, including design analysis and evaluation  
Skill in reviewing construction plans and specifications to determine compliance with established City, County, State, and Federal guidelines, ordinances, regulations and safety standards.  
Skill in evaluating construction in progress, including plans, feasibility recommendations, specifications, cost estimates, and completed work.  
Skill in written communications for administrative and technical purposes  
Skill in oral communication in one-on-one and group situations  
Skill in utilizing public relations techniques in responding to inquiries and concerns  
Skill in establishing and maintaining effective working relationships with State, Federal, and other local officials, elected officials, consulting engineers, contractors, and City residents  
Skill in implementing the City Drainage & Environmental Programs including: project management, plan review, program management, design, surface water quality and hydraulic & hydrologic analysis as well as supervising employees

**Physical and Visual Ability:** sufficient to effectively and safely perform required duties and to safely operate required equipment and City vehicles as needed.

**Hearing and Speaking Ability:** sufficient to clearly, concisely and effectively communicate in person and over the radio and telephone. Freedom from mental disorders which would interfere with performance of duties as described.

**Deadline: Applications must be received by 5:00 PM, October 30, 2013**

**Send application/resume to:**

City of Prescott, Human Resources, 201 S. Cortez St., Prescott, Az. 86301  
928-777-1315 800-748-6205 TDD: 928-777-1100 Fax: 928-777-1213

Email: [HR@prescott-az.gov](mailto:HR@prescott-az.gov) Visit our website at [www.cityofprescott.net](http://www.cityofprescott.net)

Posted: October 9, 2013

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MAJOR BENEFITS FOR FULL-TIME REGULAR EMPLOYEES: Fourteen (14) days paid time off; Ten paid holidays; Employee Health and Life Insurance; Short Term Disability; Long Term Disability and Retirement benefits; Deferred Compensation Plans; Social Security contributions; other optional benefits. PROBATION: An established probationary period must be satisfactorily served by each employee. NOTE: When advised, reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the selection process.