

CITY OF MARCO ISLAND
STORMWATER ENGINEER
JOB DESCRIPTION

JOB TITLE: Stormwater Engineer
ROLE & LEVEL: Professional 4
REPORTS TO: Public Works Director

DEPARTMENT: Public Works
FLSA STATUS: Exempt

WORK OBJECTIVE:

The purpose of the position is to perform professional engineering work to plan, coordinate and implement City stormwater drainage development, infrastructure, roadway projects, and other public capital projects. Employees in this classification perform at senior professional level, and are accountable for planning, development and management of projects in compliance with all applicable City/State/Federal codes and regulations, and according to all acceptable engineering practices. This position is also responsible for developing and administering short and long-term projection lists for stormwater system maintenance and road maintenance. Employee works with a high degree of independence and initiative, and may confer with the City Manager, or his designee on matters involving unusual development or planning problems.

EXAMPLES OF ESSENTIAL FUNCTIONS:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Plans and manages City stormwater drainage system engineering projects, programs and operations to ensure planning, development and construction are in compliance with all applicable City/State/Federal codes and regulations, and according to all acceptable engineering practices
- Coordinates compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements for affected departments to insure goals are met, documented, and reported in an annual report submittal to state and federal agencies. Assists with the preparation and assembly of the NPDES annual report and other required reports as necessary
- Monitors activities in support of the City's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit including maintenance, street sweeping, inspections, training and public education
- Develops and updates the City's Stormwater Management Plan, including storm water assessments and future Capital Improvement Program (CIP) project planning

CITY OF MARCO ISLAND
STORMWATER ENGINEER
JOB DESCRIPTION

- Plans, supervises and performs professional engineering work in the design and construction of infrastructure, streets, drainage systems, drainage structures, and other public capital projects; coordinates with the public, City Departments, regulatory agencies, utility companies, consultants, and construction contractors to ensure project success; presents projects and programs to various boards and committees for approval; and provides periodic project progress and status reporting as required
- Coordinates or performs project management; prepares, review, and monitors project schedules and budgets; monitors construction and maintenance contracts/agreements. Performs site visits, field inspections, or land surveys of projects and developments; inspects projects to ensure compliance with the approved plans and specifications. Confirms that projects adhere to ADA guidelines
- Manages all Master stormwater drainage system maintenance contracts
- Reviews and submits recommendations on City planning and development issues relative to stormwater, environmental protection and natural resources management
- Manages, reviews and approves stormwater infrastructure design and construction; ensures all work is approved for compliance with all applicable codes, ordinances, and regulations
- Develops, administers and enforces policies, rules and regulations of public stormwater system infrastructure for all existing, proposed improvements and new construction
- Performs field work, surveys and site inspections; directs and reviews engineering work in the construction, maintenance and repair of municipal stormwater Drainage system
- Provides technical information and interpretation to the general public, developers, permitting agencies, consultants, contractors and other City staff
- Conducts research, analyzes data, develops recommendations and observations, and submits written and oral reports to the City Manager and the City Council on a variety of special assignments
- Advises City Manager, department heads and other officials on stormwater drainage system planning policies; provides information and interpretation of codes and regulations regarding development issues
- Researches, prepares reports, draft specification, and presents recommendations for special stormwater drainage system construction and improvement projects and Capital Improvement Programs (CIP)

CITY OF MARCO ISLAND
STORMWATER ENGINEER
JOB DESCRIPTION

- Performs stormwater review of commercial and residential developments for the Growth Management Department; participates in a variety of special review boards and committees
- Maintains active communication with contractors, engineers, surveyors, government agencies, elected officials and the general public for any assigned responsibilities

Supervision:

- None

MINIMUM QUALIFICATIONS:

Bachelor's Degree in Civil Engineering or related engineering field; supplemented by ten (10) years highly responsible technical experience in engineering; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must be a Registered Professional Engineer in the State of Florida. Must possess and maintain a valid Florida driver's license.

In addition to meeting the minimum qualifications listed above, an individual must be able to perform each of the established essential functions in order to perform this job successfully.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to understand and follow complex written and oral instructions
- Ability to clearly communicate information both verbally and in writing
- Thorough knowledge of civil engineering principles, practice and methods as applicable to stormwater drainage systems
- Thorough knowledge of the principles and practices of public works engineering, stormwater drainage system operations and facility management
- Thorough knowledge of current codes and regulatory standards governing the state's engineering activities of public works construction and renovations
- Knowledge of advanced level mathematical computations, including geometry, trigonometry and calculus
- Skill in design and development of improvement and project plans, related work specifications, and related design formats that render proposed project concepts
- Skill in researching, compiling, and summarizing statistical data and related materials
- Ability to access, operate and maintain various software applications
- Ability to establish and maintain effective working relationships with departmental personnel, management, contractors, consultants and the general public

CITY OF MARCO ISLAND
STORMWATER ENGINEER
JOB DESCRIPTION

PHYSICAL REQUIREMENTS:

Depending on functional area of assignment, tasks involve the periodic performance of moderately physically demanding work, usually involving lifting, carrying, pushing and/or pulling of moderately heavy objects and materials (up to 50 pounds). Tasks that require moving objects of significant weight require the assistance of another person and/or use of proper techniques and moving equipment. Tasks may involve some climbing, stooping, kneeling, crouching, or crawling.

ENVIRONMENTAL REQUIREMENTS:

Tasks are regularly performed inside and/or outside with potential for exposure to adverse environmental conditions (e.g., dirt, cold, rain, fumes).

SENSORY REQUIREMENTS:

Some tasks require manual dexterity, in addition to visual and hearing acuity. Some tasks may involve identifying and distinguishing colors. Some tasks require the ability to communicate orally and in writing.

CITY OF MARCO ISLAND
STORMWATER ENGINEER
JOB DESCRIPTION

The job description does not constitute an employment agreement between City of Marco Island and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

City of Marco Island is an Equal Opportunity Employer. In compliance with United States Equal Employment Opportunity guidelines and the Americans with Disabilities Act, City of Marco Island provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

I have read and understand this classification description and hereby certify that I am qualified to perform this job, with or without reasonable accommodation.

Name (print)

Supervisor's Name (print)

Employee Signature

Supervisor's Signature

Date

Date