



Civil Engineer Department of Public Works

Reporting to the Town Engineer, the Civil Engineer assists in coordinating all engineering function for the Town. Position requires knowledge of the principles and practices of civil engineering, particularly as applied to municipal infrastructure, excellent interpersonal and organizational skills, and the ability to work well with the public.

Essential functions include, but are not limited to:

- Design, permit, inspect and oversee municipal Infrastructure projects.
- Review plans and specifications for public construction contracts.
- Maintains accurate inspection records, reports, and digital documentation systems.
- Provide technical guidance to Town staff, Boards and Commissions, and the public.
- Investigate and respond to complaints related to public works, traffic, drainage, and road maintenance.
- Administer programs and funding sources (e.g., Chapter 90, MWRA grants/loans), manage work orders, and maintain incident logs.
- Develop and maintain GIS mapping and related projects
- Stay current with applicable regulations, technology, and Town bylaws.
- Assist with supervision of winter plowing operations

Minimum qualifications include

- Bachelor’s degree in Civil Engineering or related field
- Two (2) years of design and/or field construction experience in public works projects (municipal experience preferred); or an equivalent of education and experience
- Engineer in Training (EIT) or Surveyor in Training (SIT) certification preferred
- Requires Valid Driver’s License

This is a full time position, 40 hours per week, and includes comprehensive & generous benefits within the Burlington Municipal Employees Association bargaining unit. Salary is within Grade 6, of the BMEA contract.

Starting salary range is at \$38.66/hr - . \$42.22/hr depending on experience.

Benefits include

- Health and Dental Insurance
- Paid Time Off - vacation, sick, personal, holiday
- Pension Plan
- Tuition Reimbursement
- Eligible for Public Service Loan Forgiveness

Applications received by March 13, 2026 will receive first consideration. Position will remain open until filled.

Burlington is an Equal Opportunity Employer

Recognizing that applicants won't meet 100% of the requirements, we consider comparable qualifications - don't hesitate to apply!

Apply at <https://burlington.catson.com/careers> (preferred)

Alternatively, applications may be obtained at Town Hall or at www.burlington.org and directed to:

HUMAN RESOURCES • 29 CENTER STREET • BURLINGTON, MASSACHUSETTS 01803

www.burlington.org • hr@burlington.org • TEL (781) 505-1160 • FAX (781) 238-4696

