



CITY OF WATERTOWN

Human Resources Department
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THU NGUYEN
Temporary Human Resources Director

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POSITION VACANCY ANNOUNCEMENT

STAFF ENGINEER

PUBLIC WORKS DEPARTMENT

The Department of Public Works seeks qualified applicants for the position of Staff Engineer who provides project planning, management, and inspectional services of all City related infrastructure and assets. The City of Watertown is a professionally organized and expanding community that is dedicated to achieving a **good work life balance** with an excellent benefits package. Under the general direction of the Project Manager and Project Engineer, the Staff Engineer will assist all project management tasks associated with public infrastructure including streets, sewers, and other public works projects. The Staff Engineer will help in reviewing plans, maps, and specifications for accuracy and conformance with best practices. This position will aid in performing survey and field inspection work of private and public sites. Assists other departments with general and technical knowledge. Responds to inquires and complaints with appropriate professional courtesy, information, research, and/or referral to the appropriate department.

Knowledge, Ability and Skills: Extensive knowledge in the application of civil engineering skills to public works projects; thorough knowledge of local, state, and federal laws and regulations governing municipal infrastructure. Knowledge of bidding laws, procedures, and specifications. Knowledge of CAD/GIS. Ability to make decisions and find solutions to engineering problems; ability to review the work of contracted civil engineers and surveyors and create a good working environment; ability to prepare and manage budgets. Excellent communication skills and the ability to work effectively and tactfully with a wide variety of groups and organizations is required. Must be able to achieve tight deadlines within budgetary restraints. Massachusetts Class D driver's license required. Must be proficient in using Google Suites, Excel, Microsoft Word, and Power Point.

Qualifications: Bachelor's Degree in Civil Engineering or related field and experience in public works construction and maintenance. Engineer-in-Training (EIT) certificate or Registered Professional Engineer in the Commonwealth of Massachusetts a plus. Certification as a Massachusetts Licensed Soil Evaluator a plus.

Salary Range: \$78,755 – \$88,641/Annually, commensurate with experience, plus excellent benefit package

To Apply: Candidates must submit a resume and/or cover letter, email to recruiting@watertown-ma.gov, fax: 1-617-923-8195, to be considered. We encourage applicants to review our other opportunities at <https://watertown-ma.gov/253/City-Employment-Opportunities>

Application deadline: Open until filled.

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER



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online posting.