



City of Danville, Illinois Position Description

Position Title: ENGINEER I, II, III or IV

Position Reports To/Supervised By: City Engineer, Assistant City Engineer

General Job Description & Duties

Participates in survey, concept design, construction observation, engineering design, inventory management, utility coordination, construction documentation, consultant oversight, project management, cost estimating, report generation, studies, permitting, and agency coordination. Develops projects in accordance with IDOT standards and policies. Reviews consultant and private development plans and specifications. Enforces city ordinances related to the public right-of-way and public sewer system. Ensures municipal compliance with federal and state requirements.

Education: The minimum educational requirements for this position are: employee must hold a Bachelors Degree in Civil Engineering or similar field with related work experience. Employee should have or be able to attain certifications in relative IDOT training courses.

Experience: The City has a position available for a new graduate and will also be interested in a candidate with more extensive experience.

Required Skills: The following skills are basic to the functions of this position: Candidates should possess these skills or be able to show their ability to develop these skills within 30 days of their start date.

- Employee must have advanced computer skills including word processing, spreadsheets.
- Employee must have advanced math skills including addition, subtraction, multiplication, division, percentages, interest, geometry, calculus, trigonometry, algebra, and similar concepts.
- Employee must have good verbal and written communication skills.
- Employee must have a working knowledge of surveying equipment, material testing equipment.

Required Licenses: The person holding this position must have the following licenses or be able to obtain the same within 30 days of their start date:

- Illinois Class D Vehicle Operators License
- Engineering in Training