

**CHEMICAL ENGINEER**

**Duties and Responsibilities**

This class of positions encompasses professional chemical engineering work of varying degrees of difficulty and responsibility. There are various Assignment Levels within this class of positions. All personnel perform related work. The following are typical assignments within this class of positions.

**Assignment Level I**

Under general supervision, performs responsible supervisory work, or difficult and responsible work, in chemical engineering, such as the following:

Performs the usual duties of section engineer in charge of a major chemical engineering section, or equivalent.

Plans, assigns and reviews the work of subordinates, prepares progress reports, and may represent an agency, or department head, or top-level engineering or architectural officer or employee in relations with City departments and agencies, contractors and their representatives, damage claimants and their representatives, consultants, and the general public.

Engages in, or supervises the conduct of, complex and important research, investigations, studies or examinations related to the engineering functions or activities of a department or agency.

Prepares, or supervises the preparation of, or examines and reviews, plans and proposals for major chemical engineering projects and programs, and prepares designs, plans, contract and working drawings, contract specifications and other technical specifications.

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CHEMICAL ENGINEER (continued)

Assignment Level I (continued)

Supervises the inspection or testing in a laboratory, manufacturer's plant, or on a job site, of equipment or materials to be utilized by the City or incorporated in public works, plants or structures.

Supervises the inspection of premises in connection with the enforcement of fire prevention laws and regulations relating to the storage, sale, manufacture, use or transportation of combustibles and other hazardous materials, or to the provision and operating condition of required fire safeguards.

Acts as consultant on chemical engineering matters to an agency, department head, or top-level engineering, architectural, or executive officer or employee.

When assigned in writing, may sign and seal engineering and other official documents.

Assignment Level II

Under direction, with great latitude for the exercise of independent judgment or action, performs highly difficult and technically complex work, as an engineering specialist in chemical engineering, as the following:

Serves as a consultant on major engineering matters.

Conducts or directs a significant portion of research on very complex and important engineering projects.

Prepares original proposals and reports of a complex nature.

CHEMICAL ENGINEER (continued)

Assignment Level II (continued)

Serves as team leader on a project of great technical complexity or with potential impact on agency engineering operations and/or City infrastructure.

Signs and seals engineering and other official documents.

When necessary, performs the duties described under Assignment Level I, provided these do not represent the majority of job responsibility over an extended period of time.

Assignment Level III

Under direction, with very great latitude for the exercise of independent judgment or action, performs extremely difficult, responsible and technically complex work, as an engineering specialist in chemical engineering, such as the following:

Serves as a consultant on extremely complex and highly specialized engineering matters.

Conducts or directs all aspects of research on extremely complex and important engineering projects.

Oversees the preparation or review of proposals or reports of a complex nature. Reviews such proposals and reports and recommends appropriate action.

Coordinates multiple projects of great technical complexity with major potential impact on agency engineering operations and/or the City's infrastructure.

Presents and defends proposals on major engineering projects to high level agency and/or City officials.

CHEMICAL ENGINEER (continued)

Assignment Level III (continued)

Signs and seals engineering and other official documents.

When necessary, performs the duties described under Assignment Levels I and II, provided these do not represent the majority of job responsibility over an extended period of time.

Qualification Requirements

A valid New York State Professional Engineer's License and four years of full-time experience in chemical engineering. A master's degree in chemical engineering from an accredited college will be accepted as equivalent to one year of the full-time experience in chemical engineering.

Special Note:

In addition to above qualification requirements, to be eligible for placement in Assignment Levels II and III, individuals must have at least one year within the last three years of experience as a major contributor or a project leader on a complex project requiring additional and specific expertise in the disciplines needed to design or construct the project.

Direct Lines of Promotion

From: Assistant Chemical Engineer  
(20510)

To: Administrative Engineer  
(10015)