

ENVIRONMENTAL ENGINEER**Duties and Responsibilities**

This class of positions encompasses professional environmental engineering work of varying degrees of difficulty and responsibility. There are three 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 the field, office, or laboratory in environmental and/or fire protection engineering.

Examples of Typical Tasks

Is section engineer in charge of a major environmental or fire protection engineering section or the equivalent.

Plans, assigns, and reviews the work of subordinates, prepares progress reports, and may represent an agency in relations with City agencies, contractors and their representatives, consultants and the general public in matters relating to environmental and/or fire protection engineering.

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

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ENVIRONMENTAL ENGINEER (continued)Assignment Level I (continued)Examples of Typical Tasks (continued)

Prepares, or supervises the preparation of, the basic design plan, or significant and complex portions of the basic design plan, including fire protection portions, for major environmental engineering projects for the construction, remodeling, operation, maintenance or repair of public works, structures, grounds or installations.

Makes interpretive detail sketches or layouts of intricate or fundamental portions or aspects of the basic design plan for engineering projects as proposed or adopted, and prepares maps, designs, plans, contract and working drawings, estimates, contract specifications, and other technical specifications.

Approves or supervises the design, inspection, construction, demolition and/or alteration of premises, installations, or apparatus to insure compliance with contracts, drawings, specifications, codes, resolutions, statutes, rules and regulations.

Prepares reports on contracts and contract estimates, contract modifications and recommendations of award.

Participates in the development of proposals for major engineering projects with regard to the acquisition, disposition, or the public or private use of City property, the conduct of surveys, and the construction, operation or maintenance of public works, plants or structures.

Plans, implements, and reviews studies of environmental impact and pollution control devices.

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ENVIRONMENTAL ENGINEER (continued)

Assignment Level I (continued)

Examples of Typical Tasks (continued)

Prepares and develops and/or supervises the preparation and development of new and revised pollution control criteria, guides and standards.

Supervises the operation, maintenance of all fire protection systems and their associated components and equipment, in conjunction with failsafe elements of construction.

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

Supervises the operation and maintenance of public works and the preparation of recommendations for alterations or repairs.

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

May operate a motor vehicle in the performance of assigned duties.

Assignment Level II

Under direction, with great latitude for the exercise of independent judgment or action, performs highly difficult specialized, unique and technically complex professional engineering work, as an engineering specialist in environmental and/or fire protection engineering.

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ENVIRONMENTAL ENGINEER (continued)**Assignment Level II** (continued)**Examples of Typical Tasks** (continued)

Serves as a consultant on major specialized and unique environmental and/or fire protection engineering matters.

Conducts or directs a significant portion of research on very complex, important, unique and specialized environmental and/or fire protection engineering projects.

Prepares original proposals and complex reports regarding specialized and unique environmental and/or fire protection engineering matters.

Serves as team leader on a unique and specialized environmental engineering 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 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 unique and specialized professional engineering work, as an engineering specialist in environmental and/or fire protection engineering.

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ENVIRONMENTAL ENGINEER (continued)

Assignment Level III (continued)

Examples of Typical Tasks

Serves as a consultant on extremely complex and highly specialized and unique environmental and/or fire protection engineering matters.

Conducts or directs all aspects of research on extremely complex, unique, specialized and important environmental and/or fire protection engineering projects.

Oversees the preparation or review of proposals or reports of a complex nature for matters requiring specialized environmental and/or fire protection engineering experience. Reviews such proposals and reports and recommends appropriate action.

Coordinates multiple unique and specialized environmental and/or fire protection engineering 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.

Signs and seals engineering and other official documents.

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

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ENVIRONMENTAL ENGINEER (continued)**Qualification Requirements**

A valid New York State Professional Engineer License and four years of full-time experience in environmental or fire protection engineering. A master's degree in environmental/fire protection engineering from an accredited college will be accepted as equivalent to one year of the full-time experience in environmental and/or fire protection engineering. Current New York State registration as a Professional Engineer must be maintained for the duration of this employment.

SPECIAL NOTE:

In addition to above qualification requirements, to be eligible for placement in Assignment Level II or 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.

License Requirement

A Motor Vehicle Driver License valid in the State of New York may be required for some assignments. Employees must maintain this license for the duration of their employment in such assignment.

Direct Lines of Promotion

From: # Assistant Environmental Engineer (20617) **To:** Administrative Engineer (M10015)

Possession of a New York State Professional Engineer License is required for promotion to Environmental Engineer.