

RESOLUTION NO. 84-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIDGECREST ADOPTING A REVISED CLASSIFICATION DESCRIPTION FOR THE POSITION OF ENGINEERING MANAGER AND AMENDING RESOLUTION NO. 84-10 AND 84-17

WHEREAS, Resolution No. 84-10 adopted February 6, 1984, adopted a Classification Plan for full-time positions within the City of Ridgecrest; and

WHEREAS, after evaluation of the duties and responsibilities of the classification of Engineering Manager, it is determined that those duties and responsibilities need to be revised to provide for a more effective operation.

NOW, THEREFORE, BE IT RESOLVED, by the Ridgecrest City Council that the Classification Plan be amended by adopting a revised classification description for Engineering Manager as shown in Attachment A, dated (Revised April 2, 1984), and

BE IT FURTHER RESOLVED, that Resolution No. 84-17 be amended to reflect the salary schedule for the classification of Engineering Manager be Range 37, \$2136/2727 per month.

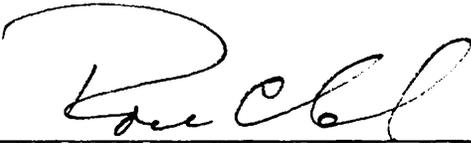
APPROVED AND ADOPTED this 2nd day of April, 1984, by the following vote:

AYES: Mayor Cheshire, Councilmembers Bergens and Rieger

NOES: None

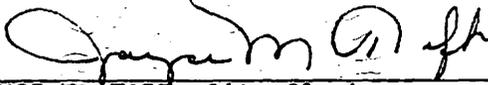
ABSENT: None

ABSTAIN: None



RON CHESHIRE, Mayor

ATTEST:



JOYCE M. TAFT, City Clerk

ATTACHMENT A

(Engineering Division Manager)
(Revised April 2, 1984)

DEFINITION

To plan, assign, and review the activities of the Engineering Division of the Public Works Department providing responsible professional and technical services; to coordinate Public Works projects and respond to public concerns for a variety of Public Works functions; to assist the Director of Public Works/City Engineer in managing and coordinating maintenance and construction programs, and to provide responsible and professional staff assistance.

SUPERVISION RECEIVED AND EXERCISED

General direction is provided by the Director of Public Works.

General supervision is exercised over technical personnel in the Engineering Division.

EXAMPLES OF DUTIES - Duties may include, but are not limited to the following:

Plan, assign, direct, and supervise the activities of Engineering Division personnel.

Assist in preparation of the annual operating budget.

Assist with and perform a variety of personnel actions including selections, promotions, training, performance valuations, disciplinary measures, and dismissals.

Assist in the development and implementation of policies and standards related to a variety of development, construction and maintenance projects.

Perform responsible review of tentative and final Subdivision and Parcel Maps and development plans for conformance with the Subdivision Map Act, local ordinances and policy.

Effectively deal with citizens, developers, engineering firms, realtors, and other governmental agencies in inquiries, complaints and complex problems.

Assist the Director of Public Works in coordinating and supervising activities, projects, and programs of the various Public Works Divisions.

Prepare responsible engineering evaluations, reports and recommendations in a variety of disciplines including drainage, traffic engineering, sewage treatment, and collection and land surveying.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Principles and techniques of Civil Engineering.

Principles and techniques of construction, maintenance and operation of Public Works facilities.

Principles and techniques of supervision.

Ability to:

Manage engineering projects from inception to completion.

Administer complex Public Works construction contracts.

Communicate clearly, orally and in writing, interact effectively and courteously with the public.

Coordinate the activities of the various divisions of the Public Works Department, contractors and developers.

Experience and Education

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Education

Equivalent to a Bachelor's Degree from an accredited college or university with major course work in Civil Engineering or Land Surveying; or possession of a Certificate of Registration as a Professional Civil Engineer or Land Surveyor in the State of California.

Experience

Five years of progressively responsible experience in Public Works. Engineering including at least two years at a managerial level. (Additional experience at the managerial level may be considered in lieu of education or registration.)