



Job Description

CAPITAL PROJECTS DIVISION Senior Engineer

The San Francisco County Transportation Authority is the sub-regional transportation planning and programming agency for San Francisco County. Our mission is to make travel safer, healthier, and easier for all. We plan, fund, and deliver local and regional projects to improve travel choices for residents, commuters, and visitors throughout the city.

SUMMARY

The Senior Engineer supports the development of, and facilitates and oversees delivery of Transportation Authority-programmed (local, state and federally funded) transportation projects through the design and construction phases. This position manages multiple projects, performs technical analyses and interacts with a variety of public agency staff, advocates and private stakeholders.

Reports to: Deputy Director for Capital Projects

Exemption Status: Full-Time, Exempt

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provides oversight and management of mid-size to large projects and project controls for select Transportation Authority programs and funding initiatives in order to ensure timely and cost effective project delivery.
- Provides technical input on capital projects as needed to support development and updates to the Countywide Transportation Plan, other Transportation Authority and outside agency plans, studies and programming efforts.
- Represents the Transportation Authority on technical advisory groups and assists with other tasks.
- Develops, negotiates and recommends or confers as appropriate to the Deputy Director the approval of contracts and cooperative agreements with other governmental agencies, consultants and private contractors, as needed, and is responsible for monitoring their implementation.
- Coordinates with federal, state, and local agencies during project conceptualization, design, and implementation, and ensures compliance with any pertinent administrative requirements.
- Prepares board memoranda and official Transportation Authority correspondence; makes presentations to the Transportation Authority Board and may represent the Transportation Authority before state, federal and regional agencies, boards, and commissions; and before local citizens in public meetings and hearings.

SUPERVISORY RESPONSIBILITIES:

May supervise interns and external consultant teams.



MINIMUM QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

Training and Experience: Completion of a bachelor's degree in an appropriate discipline such as civil or transportation engineering and progressively responsible experience in transportation project/program management, including bicycle and pedestrian facilities and streets and roads. A State of California professional engineering license is required experience in delivering multi-modal projects, particularly completing an environmental review and project approval process (EIR/EIS) for transportation projects is desirable, and three (3) years of progressively responsible experience in transportation project and/or program management of which two (2) years of that experience are as a licensed professional engineer. An equivalent combination of education and experience is acceptable.

Knowledge: Knowledge of principles, practices and techniques of project and program management for capital projects; regulatory requirements and guidelines associated with obligation and expenditure of local, regional, state and federal transportation funds for capital projects; standard cost estimates and value engineering techniques; standard transportation engineering principles and methods; consultant contract preparation and oversight of consultant contracts for professional services; database management techniques; proficiency with standard computer spreadsheets, word processing and presentation software; and advanced knowledge of transportation engineering principles, techniques and methods and capital project development phases.

Skills and Abilities: Ability to develop and assist with implementation of an effective capital project and program monitoring plan to ensure timely and cost effective project delivery; familiarity with project scheduling applications; ability to collect, analyze and interpret data pertaining to capital planning issues using appropriate methods and statistical techniques; summarize and present data and prepare written reports and recommendations; speak effectively and write clearly and concisely.

Physical Demands and Work Environment: The physical demands and work environment are characteristic of modern office work and include moderate noise (examples: business office with computers and printers, light traffic), and are representative of those an employee encounters while performing the essential functions of this job. Ability to travel on occasion.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Annual Compensation Range: \$113,425 - \$156,528 ... Adopted December 14, 2018
Resolution 19-33**