**JOB DESCRIPTION** FLSA Status - Non-Exempt

 Payroll Classification - Engineer II

No job description for a position can possibly include all duties that may be requested by clients or required by the company. The objective of all positions is to effectively provide the services requested by our internal and external customers. The following is a summary of the major responsibilities of the position.

**Title of Position: Engineer II-Highways**

**General Summary:**

Performs a variety of engineering design functions.

**Essential Job Functions:**

* Perform highway engineering design functions with minimal supervision and guidance, including engineering computations, cost estimates, checking, report writing, etc.
* May act as a Work Group Leader on small projects and on segments of larger projects.
* Participate in visits to project sites, project status meetings, and public meetings.
* Assist in developing the technical skills and project knowledge of coworkers.
* Attends field views and meetings as required to provide technical input.
* Perform other duties as assigned.

**Knowledge, Skills, and Abilities:**

* Knowledge of highway, right-of-way, drainage, and traffic design.
* Knowledge of PennDOT and other clients’ design procedures, specifications, and plan presentation format.
* Working knowledge of design manuals, standards, and specifications.
* Knowledge of technical report writing.
* Knowledge of SAI Design and Office Procedures.
* Knowledge of Bentley MicroStation and InRoads design software.
* Ability to use computer software and other online resources.
* Skilled in utilizing engineering software to provide highway/traffic design solutions.
* Ability to perform complex highway design tasks independently.
* Ability to supervise other members of the highway project team.
* Ability to communicate with coworkers, clients, and the public in a courteous and professional manner.
* Ability to travel with infrequent overnight stays.

**Education and Experience Required:**

* BS degree in civil engineering.
* EIT certificate.
* Minimum three (3) years of progressively responsible highway design experience.
* Attain training prerequisites according to SAI schedules.

**Relationship to Others:**

* Reports to Department Manager-Highways.
* Works with other Engineers, Designers, and Draftspersons.
* Receives assignments from Department Manager-Highways and Project Managers.
* Receives guidance from Work Group Leaders and Project Engineers.
* Provides guidance to Engineers I and Draftspersons.