

CHIEF ENGINEER

NATURE OF WORK IN THIS CLASS

Administers the programs and activities of the overall engineering functions of the Guam Airport Authority, Public Utility Agency of Guam, the Guam Environmental Protection Agency, or the Capital Improvement Projects or Highways Division of the Department of Public Works.

ILLUSTRATIVE EXAMPLES OF WORK (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Administers the programs and activities of the overall engineering, highway, or capital improvement functions.

Approves engineering drawings, designs and specifications for construction projects as required by federal and local laws and regulations.

Directs and monitors budget development and administration.

Maintains liaison with other department in conceiving, planning, and executing engineering projects or programs.

Develops and implements engineering standard, technical data and procedures to serve as a guide for public and private engineers.

Originates new concepts, methods and techniques for research planning, program guidance, program evaluation, technological forecasting, and resource allocation.

Monitors progress of projects or programs through the various stages; recommends or makes modifications in schedule or scope of work projects to ensure fulfillment of statutory requirements and technical objectives.

Represents the Director in meetings and conferences.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the principles and practices of the general engineering fields applied in pertinent engineering projects.

Knowledge of authoritative reference works in the general fields of engineering.

Knowledge of the local and federal laws and regulations related to the engineering functions.

Ability to administer the programs and activities of the overall engineer, highways or capital improvement functions.

Ability to make decisions in accordance with appropriate program guidelines.

Ability to evaluate operational effectiveness and recommend/implement changes in organization, policies and procedures to improve effectiveness.

Ability to work effectively with the public and employees.

Ability to communicate effectively.

Ability to maintain records and prepare reports.

MINIMUM EXPERIENCE AND TRAINING

- A. Four years of progressively responsible specialized experience in the applicable field of engineering, two years of supervisory experience and graduation from a recognized college or university with a Bachelor's degree in the particular engineering field.
- B. Four years of progressively responsible specialized experience in the field of engineering, two years of supervisory experience, and possession of and Engineer-in-Training (EIT) certificate.

OTHER NECESSARY SPECIAL QUALIFICATIONS

Registered as a Professional Engineer in one of the states or territories of the United States.

ESTABLISHED: JULY 1980
AMENDED: MAY 1983
MAY 1985
JANUARY 1996

PAY GRADE: R

HAY EVALUATION:

KNOW HOW:	FI3	350
PROBLEM SOLVING:	F4 (50%)	175
<u>ACCOUNTABILITY:</u>	<u>E2P</u>	<u>200</u>
TOTAL POINTS:		725



ELOY P. HARA
Executive Director
Civil Service Commission