



## **CITY ENGINEER**

The selected candidate will serve as the City's full-time in-house municipal engineer. The City Engineer is responsible for managing construction of the City's capital improvement projects and providing general engineering support to advance the City's capital program; including the Pavement Management Program, new City parks encompassing a combined 11 acres, rehabilitation of municipal parks and parking facilities, and replacement of water mains. The City Engineer will also assist in coordinating construction of the NJDEP-led "Rebuild by Design" flood resistance initiative.

This position will require expertise in transportation engineering, and the appointee will collaborate with the Director of Parking and Transportation to conduct and manage various transportation studies, parking studies, design of complete streets projects, and ensuring that City signage conforms to MUTCD standards. The position will also collaborate with the City's Chief Resiliency and Chief Sustainability Officers on efforts to construct green infrastructure projects, a microgrid, and other related projects. This position may also serve as the City's "Responsible Charge" for administration of federally funded infrastructure projects.

This position will build and supervise a team of two personnel including a Water Superintendent and Assistant Engineer. The Water Superintendent is responsible for managing the Hoboken Water Utility and its contract with SUEZ Water for operation and maintenance of Hoboken's drinking water system, as well as long term capital planning and implementation of the City's Water System Renewal Program. The Assistant Engineer is responsible for road inspection services, road opening and sidewalk permits, and enforcement of the City code related to sidewalks.

### **About Hoboken:**

With over 50,000 in population and only minutes from Manhattan by mass transit, Hoboken is a New Jersey success story. Ranked America's #1 most walkable city by walkscore.com, Hoboken's south waterfront district has been designated a Great Place and Washington Street has been designated a Great Street by the American Planning Association. Already the fourth most densely populated city in the country, Hoboken's population grew by almost 30% between the 2000 and 2010 census. Most of the City's infrastructure was built in the early part of the 20<sup>th</sup> century, with little reinvestment happening in the years since. This significant population growth and redevelopment has heightened the need to invest more in our critical infrastructure in coming years.

### **Minimum Qualifications**

- Graduation from an accredited four-year college or university with a Bachelor's degree in Civil Engineering or related field.
- At least ten (10) years of experience in civil engineering work with expertise in transportation and municipal engineering in urban areas. A Master's Degree in Civil Engineering or a related field may substitute for one year of experience.
- Professional Engineer (P.E.), licensed by the New Jersey State Board of Professional Engineers or if licensed in another State, the ability to obtain NJ P.E. license within six months of hiring.
- Must possess a valid driver's license.



**Additional Desired Qualifications**

- Certified Municipal Engineer (CME) by the New Jersey Society of Municipal Engineers
- Certification as a Certified Public Works Manager (CPWM) by the Rutgers Center for Government Services

**Knowledge, Skills, and Abilities**

- Comprehensive knowledge of engineering principles, practices, methods, and techniques required for planning, designing, directing, and operating complex and diversified municipal projects
- Extensive knowledge of best practices in progressive urban street design
- Demonstrated experience with design engineering or project management of complete streets projects
- Strong proficiency with State and Federal engineering roadway design and signage standards
- Proficiency in ArcGIS, Google Earth, and other mapping software
- Strong proficiency in Microsoft Office, including Excel, Word, and PowerPoint
- Experience implementing State and Federal transportation grants
- Knowledge of New Jersey Department of Transportation reimbursement procedures
- Experience with projects financed by the New Jersey Infrastructure Bank (i-Bank)
- Ability to perform drafting operations in preparation of plans
- Ability to read, prepare, analyze, develop, and interpret construction plans and specifications
- Ability to establish and maintain effective working relationships with general contractors
- Ability to prepare clear, technically sound, accurate, and informative engineering and other reports containing findings, conclusions, and recommendations
- Ability to read, write, speak, understand, and communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille are considered as acceptable forms of communication.
- Persons with mental or physical disabilities are eligible as long as they can perform essential functions of the job with or without reasonable accommodation. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

**Major Duties and Responsibilities:**

1. Manage all engineering functions of the City
2. Manage construction administration and inspection services for capital projects
3. Manage the City's Pavement Management Program
4. Manage the Water Superintendent and support to the Business Administrator and Director of Environmental Services for management of the Hoboken Water Utility
5. Prepare and/or review engineering plans and specifications for the City's roadway construction projects
6. Conduct engineering studies, including speed and volume studies, warrant analyses, highway capacity analyses, travel time and delay studies, and parking studies
7. Coordinate efforts to collect and analyze crash data, traffic counts, and pedestrian and bicycle counts and develop countermeasures for the City's Vision Zero initiative
8. Design and implement the City's Bicycle Network
9. Prepare/review maintenance and protection of traffic plans



10. Manage the right-of-way construction permit program for curb, sidewalk and road openings.
11. Participate in public meetings and hearings
12. Monitor the City's signage, pavement markings and traffic signals in cooperation with the Department of Transportation and Parking
13. Prepare engineering reports and technical memoranda
14. Work proactively with the City's consulting engineers to monitor the status of scope, schedule, and budget changes during design and construction to ensure that the City's objectives are met
15. Develop presentations and other documents to advance and/or present information regarding projects and other City initiatives
16. Assist in the preparation and/or review of scopes of services for consultant design, construction administration and inspection services on capital projects
17. Assist in the review and development of city ordinances in accordance with department responsibilities
18. Review site plan applications and provides comments and recommendations to the Administration, department heads, and the City's land use boards
19. Assist with drafting updates to the Hoboken Municipal Code
20. As requested by department directors and officials, inspect systems, sites, or structures and render an opinion as to their condition
21. Evaluate bids and make recommendations
22. Oversee the performance of other engineers and contractors while work is being performed
23. Participate in annual and forecasted capital improvement budget discussions

**Salary**

\$100,000 - \$140,000

**\*\*Please send resume and cover letter to Michael Kraus at [mkraus@hobokennj.gov](mailto:mkraus@hobokennj.gov)\*\***