

## ENGINEERING DIRECTOR

### **DESCRIPTION OF WORK:**

Positions in this class manage and direct an engineering program for an agency or university of considerable scope and complexity. Employees oversee all engineering and related services provided by staff and assist top management with budget and strategic planning, organizing business functions, quality assurance, and defending the agency or university budget and plans before the legislature and/or governing body.

Directors typically serve as a member of the management team.

### **EXAMPLES OF COMPETENCIES:**

**Planning and Organizing Work:** Demonstrated ability to develop plans to accomplish work operations and long-range goals and objectives. Develops strategies to meet short-range objectives of work. Arranges and assigns work to use resources efficiently. Coordinates all administrative and technical services provided. Makes changes in operations. Establishes internal operating standards and procedures to comply with state and federal rules and regulations and agency/university practices, procedures and principles governing the fiscal program.

**Program Management:** Demonstrated ability to technically oversee all services. Develops, implements and modifies standards of practice for engineering work performed. Demonstrated ability to focus on appropriate issues, consult with others, and deal with potential impact of a decision. Demonstrated ability to think independently.

**Human Resources Management:** Demonstrated ability to oversee the recruitment, selection, development, coaching, counseling, disciplining and evaluation of employees. Retains a diverse workforce. Administers and ensures compliance with human resources policies and procedures. Observes and assesses work; provides feedback; may provide technical supervision; plans and supports employees in career development opportunities.

**Career and/or Talent Development:** Demonstrated ability to plan and support the development of others using a competency based system. Ensures that staff is properly trained.

**Strategic Planning:** Demonstrated ability to establish and commit to a course of action in order to accomplish long-range goals and vision of the agency or university.

**Business Administration:** Demonstrated ability to evaluate and allocate resources, plan and oversee budget and contracts.

**Professional Knowledge:** Thorough knowledge of professional engineering theory, techniques, practices and procedures, in the area of assignment; thorough knowledge of the engineering area of assignment and skills in applying these knowledge in a review;

thorough knowledge of state and federal rules and regulations governing the engineering program; thorough knowledge of agency/university practices, procedures and principles.

**MINIMUM TRAINING AND EXPERIENCE:**

Four-year degree in engineering or closely related degree and five years of related supervisory experience; or an equivalent combination of training and experience.

**Special Note:** This is a generalized representation of positions in this class and is not intended to identify essential work functions per ADA. Examples of competencies are primarily those of the majority of positions in this class, but may not be applicable to all positions.

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