

Class Concept

This is technical, managerial, and administrative work in directing the engineering programs in one of the most complex of the state agencies or a major division of a most complex state agency. Within their areas of responsibility positions 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 agency management team, legislature and/or governing body. Positions may serve as a member of the agency management team.

Work includes a number of administrative duties but can include serving as a general technical expert determining the final technical decision on the most complex, sensitive, or controversial issues within their areas of responsibility. Positions can chair or participate in numerous meetings and committees to control, present, review, evaluate, or explain the projects, policies, procedures, methods, materials, or budgets. Work also includes developing, justifying, and recommending policy changes to an Agency Head and determining organizational structure, setting internal administrative policy, and guiding and directing the overall organization. Positions may also act as an arbiters in contract claims and are the highest level of technical review, making the final engineering judgement on all major alternate approaches. Positions may initiate, draft, and present position papers or proposed legislation, and can serve as an agency representative with state and federal government, private contractors, media, and consultants.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of the principles, practices, and theories of multiple fields of engineering.
- Thorough knowledge of the materials, design practices, operational requirements and of the codes, laws and ordinances pertaining to the engineering fields supervised.
- Ability to design and/or review the design of outside consultants and to read and interpret all related plans and specifications.
- Ability to estimate costs for engineering projects, monitor and manage construction projects, and to technically and administratively direct others and review and evaluate their work.
- Ability to communicate effectively both orally and in writing, and to establish and maintain effective working relationships.
- Demonstrated ability to develop plans to accomplish work operations and long-range goals and objectives.
- Demonstrated ability to technically oversee all services.
- Demonstrated ability to evaluate and allocate resources, plan, and manage budgets and contracts.

Minimum Education and Experience

Bachelor's degree in engineering from an appropriately accredited institution and a minimum of seven years progressive engineering experience including four years of supervisory experience; or an equivalent combination of education and experience.

Necessary Special Qualifications

May require registration as a professional engineer by the North Carolina Board of Examiners for Engineers and Surveyors

May require certification as a Project Management Professional (PMP) from the Project Management Institute.