**CITY OF CRANSTON DEPARTMENT OF PERSONNEL**

**ANNOUNCES AN OPEN AND COMPETITIVE CIVIL SERVICE EXAMINATION FOR ENVIRONMENTAL ENGINEER/ SCIENTIST**

**SALARY RANGE: $74,715.73 - $95,338.33**

Applications must be received on or before 4:30 PM, Tuesday, **November 14, 2023** in the office of the Director of Personnel Room 107, Cranston City Hall, 869 Park Avenue Cranston RI 02910. Applications can be downloaded from www.cranstonri.com. Completed applications may be submitted to the Personnel Department by:

1. Fax: (401) 780-3129

2. Email: Jandoscia@cranstonri.org.

3. US Mail: Personnel Director, 869 Park Avenue, Cranston, RI 02910

**\*INDEED candidates must also submit the City of Cranston application to be considered for the position. The time and place of the examination will be announced by email. You must provide an active email address that you regularly monitor for messages.**

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**SUMMARY:**

Engineering/Science work at the project manager level involving assistance in the management of the

Sewer and Stormwater Division, Department of Public Works. Responsibilities involve assisting in the designing, planning, organization, layout and review of the work of division personnel engaged in engineering and environmental projects. Work is generally reviewed for adherence to departmental standards and policies.

**DUTIES & RESPONSIBILITIES:**

Responsibilities include but are not limited to:

* Assists in the management of City stormwater MS4 permitting/reporting, preparation and administering of grant opportunities.
* Directs the work of employees and contractors employed by the City and participates in the preparation of bidding documents for a variety of engineering projects.
* Participates in the development and execution of engineering and environmental designs, computations, drawings, specifications, estimates of quantities and costs.
* Inspects construction, maintenance, and remodeling projects.
* Develops studies, prepares reports and completes plans or reviews completed plans for reconstruction, construction and remodeling of buildings and infrastructure improvements.
* Maintains engineering and other records and develops reports as required.

**DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES**

* Ability to plan and supervise the work of employees and contractors.
* Ability to maintain effective working relationships with the public and respond to information requests.
* Knowledge of the principles and practices of environmental engineering/science, as applied to public works construction.
* Skill in planning and conducting research work in support of the regulatory requirements of the department.
* Strong analytical and problem-solving skills.
* Ability to work with State agencies concerning upcoming stormwater and sanitary sewer regulations.
* Excellent written and verbal communication skills.

**DESIRABLE EXPERIENCE AND TRAINING**

* Graduation from a recognized college or university with major course work in civil/environmental engineering, or a Bachelor of Science in Geology, Soil Science, Environmental Science, or closely related field.
* Experience in the fields of public works construction, civil engineering, permitting, and environmental reporting.
* Proficient experience with Microsoft Office Suite and generally proficient with ArcGIS programs***.***

**EXAMINATION:**

Examination shall consist of an oral examination that will count for 100% of your final grade.

The minimum passing grade will be 70%. Qualified employees will have appropriate seniority points added to a passing score.

**BENEFITS:**

* 401(a) and 457(b)
* 401(a) matching
* Life insurance
* Health Savings Account
* Dental insurance
* Paid time off

**VETERAN DATES for ACTIVE DUTY WAR VETERANS are as follows:**

December 7, 1941 to December 31, 1946

June 27, 1950 to January 31, 1955

July 1, 1958 to January 1,1959

August 5, 1964 to May 7, 1975

August 20, 1982 to December 31, 1987

December 20, 1989 to January 31, 1990

August 2, 1990 to July 13, 1992

September 18, 2001 - A period prescribed by law, an Act of congress of Presidential Proclamation

October 16, 2002 - A period to be prescribed by law, an Act of Congress or Presidential Proclamation

***The City of Cranston encourages diversity in its workforce.***

***We are an Equal Employment Opportunity Employer***