

## CLASSIFIED AD

### ENGINEERING PROJECT MANAGER

Pay Range: \$28.66 - \$45.32, DOQ

The City of Xenia is seeking a skilled and motivated Engineering Project Manager to support the engineering division through various engineering and construction projects. The ideal candidate will possess strong technical knowledge, excellent communication skills, and a demonstrated track record of successful project delivery.

The City of Xenia Engineering Division is responsible for overseeing, and managing civil engineering infrastructure projects. This includes the design, project management, and inspection of roadways, sidewalks, traffic signals, water and sanitary sewer infrastructure, culverts and storm sewers.

Under the direction of the City Engineer, the Engineering Project Manager will provide project support by performing a wide range of engineering and construction related tasks including management of capital improvement projects, storm water management, public improvements completed with land development projects, and work within the public right-of-way with private utility companies. They will coordinate and supervise consulting firms involved in the inspection and contract administration of projects and assist with information requests, reporting, and data entry.

#### **Qualifications:**

An associate's degree or equivalent from an accredited two-year college or technical school and five (5) years progressively responsible related experience; or any combination of training, education, or experience which provides the desired knowledge, skills, and abilities to perform the essential functions of the position.

Bachelor of Science in Civil Engineering with ABET Accredited Engineering Degree and registration as an Engineering Intern (EI) and at least two (2) years of federal, state, or local government employment is preferred.

Candidates must have computer skills with functional use of standard Microsoft applications and functional knowledge of AutoCAD Civil 3D, Arc-GIS, and Carahsoft Water Gems.

Please send résumé and a cover letter to the City of Xenia via e-mail to [jobs@cityofxenia.org](mailto:jobs@cityofxenia.org) by **Friday, February 16, 2024.**

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