



CITY OF HOUSTON
invites applications for the position of:

MANAGING ENGINEER

SALARY: \$4,647.68 - \$5,030.99 Biweekly
\$120,839.68 - \$130,805.74 Annually

OPENING DATE: 04/17/23

CLOSING DATE: 08/31/23 11:59 PM

POSITION OVERVIEW:



Applications accepted from: ALL PERSONS INTERESTED
Division/Section: Houston Airport System/Infrastructure
Workdays & Hours: Monday-Friday, 800am – 5:00pm* (subject to change)

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS:

The purpose of the Infrastructure Division is to manage the whole life cycle (planning, design, construction, commissioning, assessment of condition, modifying, replacing and decommissioning/disposal of physical and infrastructure Houston Airport System (HAS) assets consistent with environmental regulations and best management practices. In addition to the responsibilities related to physical assets, the Infrastructure Division manages the HAS portfolio of assets and resources, with a focused goal to improve project delivery to all Stakeholders. Overall, the Infrastructure Division's mission is to maintain and extend the effective life cycle of HAS's physical assets and replace them when it is no longer financially feasible to extend the life of these assets, or they no longer support required Airport mission requirements.

The Building Standards Group is responsible for the code and standards enforcement, permitting and inspection of all the projects in Airport Property. The Managing Engineer manages a group of engineers responsible for reviewing HAS Design and Construction projects for compliance with HAS Design Standards. They also act as the subject matter experts the Airports and assist other departments with Quality Assurance and constructability reviews of the CIP projects. **Must be able to pass a criminal background check, obtain and maintain federally mandated security clearances where required.**

The Managing Engineer position may be responsible for the following:

- Manages and directs work assignments of technical professionals.
- Serves as project manager on designated projects.
- Supervises and monitors quality control efforts of personnel and external consultants.
- Attends and conducts meetings and conferences.

- Provides technical expertise in researching, developing, redesigning, monitoring and implementing various plans, designs and projects.
- Trains and develops new hires and existing staff personnel.
- Performs general administrative activities to provide support to departments.
- Manages requests for services and establishes performance standards.
- Coordinates database management.
- Negotiates contracts with A/E firms for services ensuring compliance to specifications.
- Recruits, selects and hires technical personnel to enhance productivity.
- Interfaces with departments to achieve goals and objectives.
- Manages major departmental function. Establishes goals and evaluates section, develops and evaluates performance, develops and manages budget.

WORKING CONDITIONS

There are occasional minor discomforts from exposure to less-than-optimal temperature and air conditions. The position may involve dealing with modestly unpleasant situations, as with occasional exposure to office chemicals and/or extensive use of a video display terminal. Requires the ability to make coordinated gross motor movements in response to changing external stimuli within moderately demanding tolerances; or the ability to make coordinated eye/hand movements on a patterned response space within low tolerance demands with no real speed requirements.

MINIMUM REQUIREMENTS:

EDUCATIONAL REQUIREMENTS

Requires graduation from an approved curriculum in engineering by the State Board of Registration for Professional Engineers with satisfactory standing; or requires graduation from an engineering or related science curriculum at a recognized institution of higher education, other than a curriculum approved by the Board, and passage of the eight-hour fundamentals of engineering examination prescribed by the Board.

EXPERIENCE REQUIREMENTS

Eight years of active practice in engineering work after graduation from an approved curriculum in engineering, with four of the years as a licensed Professional Engineer, are required.

A Master's degree in Engineering may be substituted for up to two years of the above experience requirement.

CERTIFICATE/LICENSE:

Requires registration as a Professional Engineer in the State of Texas. A specific branch of engineering (such as civil, mechanical, structural, etc.) may be required.

PREFERENCES:

Preference will be given to candidates with:

- Knowledge of Engineering design, construction methods, and detailing.
- Experience in drawings review and coordination with Architectural, Structural, Civil, Electrical, Mechanical and other disciplines.
- Experience in QA/QC processes for design projects.
- Understanding of BIM modeling and REVIT and Auto CAD software.
- High level of proficiency in Microsoft Office.
- Preferred 3 years in supervising: 1. infrastructure construction projects; or 2. engineering design; a combination of experience in the two areas of expertise is acceptable.
- Preferred 1 year of aviation industry experience minimum preferred.

GENERAL INFORMATION:

SELECTION/SKILLS TESTS REQUIRED

The selection process will involve application review and/or interview. Department may administer skills assessment test.

SAFETY IMPACT POSITION

YES - If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

Pay Grade 31

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification.

APPLICATION PROCEDURES

Only online applications will be accepted for this City of Houston job and must be received by the Human Resources Department during active posting period. Applications must be submitted online at: www.houstontx.gov.

To view your detailed application status, please log-in to your online profile by visiting: <http://agency.governmentjobs.com/houston/default.cfm> or call (281-233-1577).

If you need login assistance or technical support call 855-524-5627. If you need special services or accommodations, call (281-233-1577). (TTY 7-1-1)

Due to the high volume of applications received, the Hiring Department will contact you directly, should you be selected to advance in our recruitment process.

All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.

Applicants are encouraged to attach a cover letter and resume along with their completed application when applying. For further information pertaining to the Houston Airport System, please visit: https://www.youtube.com/watch?v=EDWLV_sJFoM.

EOE Equal Opportunity Employer

The City of Houston is committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, genetic information, veteran status, gender identity, or pregnancy.

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.houstontx.gov/>

Position #31184
MANAGING ENGINEER
YG

901 Bagby St
Houston, TX 77002

careers@houstontx.gov

MANAGING ENGINEER Supplemental Questionnaire

- * 1. Are you a veteran who served on active duty in the Armed Forces (United States Army, Navy, Air Force, Marine Corps, or Coast Guard) for more than 90 consecutive

days and received either an honorable discharge or a general discharge under honorable conditions?

- Yes
- No

- * 2. What is the highest level of education you have completed?
 - Less than High School Diploma/GED
 - High School Diploma/GED
 - Associate degree
 - Bachelor's Degree or beyond -
- * 3. Please indicate the degree concentration you obtain ("See Resume" is not acceptable, if statement does not apply, please insert N/A)
- * 4. How many years of experience as a licensed Professional Engineering do you possess?
 - Less than 4 years
 - 4 to less than 6 years
 - 6 to less than 8 years
 - 8 years or more
 - No experience
- * 5. Do you have 4 years as a licensed Professional Engineer ?
 - Yes
 - No
- * 6. Did you graduate from an approved curriculum in engineering by the State Board of Registration for Professional Engineers with satisfactory standing? OR Did you graduate from an engineering or related science curriculum at a recognized institution of higher education, other than a curriculum approved by the Board?
 - Yes
 - No
- * 7. Did you pass the required eight (8) hour fundamentals of engineering examination prescribed by the State Board of Registration for Professional Engineers?
 - Yes
 - No
- * 8. Do you have 8 years of active practice in engineering work after graduation from an approved curriculum in engineering ?
 - Yes
 - No
- * 9. Are you registered as a Professional Engineer in the State of Texas?
 - Yes
 - No, but registered in another state
 - No
- * 10. Which area of registration as a Professional Engineer in the state of Texas do you possess? (Please upload your registered document).
- * 11. Describe your experience QA/QC processes for design projects. (" See resume " is not acceptable, if no experience, please insert " N/A")

- * 12. Please indicate your level of proficiency in Microsoft Office Suite.
- BEGINNER: Perform daily word processing tasks, enter and correct data, modify a workbook, format a Worksheet, creates a new e-mail message, checking e-mail.
 - INTERMEDIATE: Basic formatting and create a variety of templates, merges; manage table data, sort and filter merges, reply, forward, print and delete an e-mail message
 - ADVANCED: Manage table data, sort and filter merges, advanced techniques for analyzing and manipulating data in Excel, delete e-mails from the Inbox, Sent Items and Deleted Items folders, Add, edit, move and delete appointments on your calendar.
 - EXPERT: Produce table of contents, footnotes, endnotes, bookmarks, manage Macro commands, and create MS Excel applications, managing calendars.
 - No Experience
- * 13. Do you have 3 years or more in supervising ?
- Yes
 - No
- * 14. Do you have year or more experience in the aviation industry?
- Yes
 - No
- * Required Question