

# CITY OF WHEATON *Illinois*

## EMPLOYMENT OPPORTUNITY CIVIL PROJECT ENGINEER - CAPITAL IMPROVEMENTS

Wheaton, Illinois is a distinctive community of more than 53,000 residents situated west of Chicago. Settled between 1837 and 1838, Wheaton serves as the County Seat of DuPage County. Residents and visitors are drawn to the blend of big-city comforts and small-town charm that makes Wheaton an excellent place to live, work, shop and play. From its top-ranked schools and picturesque downtown to its historic neighborhoods and dynamic community, Wheaton is a comfortable place to call home.

The City of Wheaton is currently seeking an innovative Project Engineer to join our team. This position is responsible for the execution of the City's capital improvements and performs general civil engineering tasks including street and parking lot reconstruction and resurfacing, sidewalk installation, water main and sewer replacement, roadway lighting and traffic installation, etc. under the guidance of the Senior Project Engineer.

### **Essential Job Functions:**

*Essential duties and responsibilities may include, but are not limited to, the following:*

- Perform with others in a survey party to gather data for the preparation of plans for various capital projects.
- Prepare plans for capital projects from survey data using AutoCAD software.
- Perform engineering calculations to prepare estimates of quantities and construction costs.
- Possess a general understanding of engineering practices for the design of various capital projects.
- Perform various engineering tasks when required including review of plans and topographical surveys; inspection of construction activities; and interpretation of maps, plats of survey, legal descriptions.
- Coordinate efforts with other engineering staff members, City Public Works personnel, and others for successful completion of capital projects assigned.
- Understand and answer questions on municipal projects and interact with the public.
- Listen to, understand and resolve citizen complaints, as appropriate.
- Perform other engineering related tasks as directed.

**Qualifications:** Bachelor's degree in Civil Engineering or related field, or a combination of training, education and experience totaling a minimum of two to four (2 – 4) years' experience in municipal engineering design and construction. Proficient knowledge in Microsoft suite, record keeping and database management, as well as computer software applications used to perform technical traffic analyses. Effective written and verbal communication skills and a positive track record of working with the public. Other combinations of education and experience, which could provide the necessary knowledge, skills, and abilities to perform this job, may be considered.

**Licenses/Certifications:** Valid Driver's License is required. Illinois Engineering Intern (E.I.T.) license preferred.

**Salary:** Salary is based on qualifications and ranges from \$79,385 - \$107,174 per year. The City of Wheaton also offers a competitive benefit package including excellent health insurance plans, participation in Illinois Municipal Retirement Fund (IMRF), and a comprehensive wellness program.

**To Apply:** Interested candidates should submit a completed application and/or resume to [careers@wheaton.il.us](mailto:careers@wheaton.il.us).

*The City of Wheaton is an Equal Opportunity Employer. Please contact the Human Resources Department if you require assistance applying.*