Class Concept
This is technical, managerial and administrative work in directing the engineering programs for an agency or a multi-functional unit in a major division of the largest agencies. Within their areas of responsibility positions oversee all engineering and related services provided by staff and assist 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 division or agency management team.

Work includes a considerable amount of administrative duties, but can include serving as a general technical expert determining the final technical decision on the 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 and levels 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 budgets and contracts.

Minimum Education and Experience
Bachelor’s degree in engineering from an appropriately accredited institution and a minimum of six years of progressive engineering experience including three years of supervisory 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.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.