



Human Resources
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NOTICE of VACANCY

Department: Engineering

Post Date: April 14, 2021

Position: Assistant Municipal Engineer

Deadline: May 16, 2021

Salary Range: \$80,000 - \$120,000

The Municipality of Princeton's Engineering Department is seeking an innovative Professional Engineer to join our nonunion full-service team as Assistant Municipal Engineer. The ideal candidate will have hands-on design, construction management, and exemplary written and oral communication skills in order to lead capital projects from budgeting to grant writing, in-house design and public presentations, and through construction observation, management and closeout. Other related infrastructure tasks under the purview of the Princeton Engineering Department include the local free shuttle; downtown streetscape projects; sidewalk and bikeway projects; bikeshare; roadway, storm sewer, and sanitary sewer projects; park projects; bus shelter projects; single-family, multi-family, and private site development reviews and construction observation; tax map preparation; GIS; and state and federal grant project management.

Description: The Assistant Municipal Engineer shall perform all duties of an engineering nature, as directed by the Municipal Engineer, and be capable of assuming the Municipal Engineer's duties in his/her absence and responding to emergencies after hours; supervise design and construction inspection staff of 5; provide technical assistance to Public Works and Recreation; assist Planning and Zoning staff as directed; coordinate with Police on ordinances, Complete Streets, traffic safety and construction matters; manage the department website content and prepare press releases; attend Council meetings on a project basis; and serve as a staff liaison on a number of internal and municipal boards and committees during the workday and evenings.

Requirements: Bachelor's Degree in Civil, Chemical, Mechanical, Environmental, or Construction Engineering; proficiency in AutoCAD Civil 3D; New Jersey Professional Engineers license; demonstrated ability to manage multiple projects and duties effectively; and ability to prioritize and work within time constraints. Must satisfy employer paid physical, drug screen and criminal background check. Must have a valid NJ Driver's License in good standing. NJ residency required by State Statute R.S.52:14-7.

Experience: Certified Municipal Engineer certification desirable. Minimum of five (5) years increasingly responsible experience in the management of staff and practice of civil engineering.

Submit application, cover letter of intent and resume AS ATTACHMENTS to: humanresources@princetonnj.gov
Application available online at <https://nj-princeton.civicplus.com/Jobs.aspx> **EOE - M/F/V/H**

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