

DEPARTMENT OF HUMAN RESOURCES
COUNTY OF HAWAII

CIVIL ENGINEER III

SR 22; BU 13

Duties Summary:

Performs moderately difficult professional engineering work in the design, construction, maintenance, and operation of civil engineering projects; prepares designs, plans, specifications, estimates, and reports; and performs other related duties as required.

Distinguishing Characteristics:

This class differs from that of Civil Engineer II in that it exercises a substantial degree of engineering judgment, and may assume responsibility for projects of well-defined, routine, or uncomplicated nature in testing, designing, computation, or construction, or assists the Civil Engineer IV on the more complex projects; whereas the Civil Engineer II assumes only limited responsibilities but exercises some degree of judgment based on experience.

This class differs from that of Civil Engineer IV in that it may be responsible for projects of well-defined, routine, or uncomplicated nature; whereas the Civil Engineer IV is responsible for the development, analyses, or construction of a complex or major project or several less complex projects where responsibility for supervision or coordination is pronounced.

Examples of Duties: *(The following are examples of duties and are not necessarily descriptive of any one position in this class. The omission of specific duty statements does not preclude the assignment of such duties if they are a logical assignment for the position and are consistent with the class concept.)*

- Conducts office and field studies of proposed projects and supervises preliminary and final surveys.
- Establishes benchmarks.
- Takes cross-sections, profiles, and contours.
- Makes survey computations and prepares preliminary drawings.
- Designs and assists in the design of reservoirs, retaining walls, bridges, culverts, tunnels, pipelines, sewers, sidewalks, highways and other concrete, steel, and timber structures; computes grades and alignments, loading, and stresses; determines the size, proportion, and dimensions of structures. Supervises the preparation of construction plans and drawings.

- Assists in the preparation of specifications and contract documents.
- Prepares cost and quantity estimates.
- Checks shop drawings.
- Supervises construction and inspection activities.
- Interprets plans and specifications.
- Changes and corrects plans.
- Keeps records of work completed and materials used; prepares monthly and final payment estimates.
- Conducts hydrologic and land development studies.
- Checks plans and specifications of buildings and structures for compliance with the building code.
- Reviews test reports and soil analysis reports.
- Operates a vehicle to perform work-related duties.
- Performs other related duties.

Minimum Qualification Requirements:

Training and Experience:

- A combination of education and experience substantially equivalent to graduation from an accredited college or university with a baccalaureate degree in engineering, and
- two (2) years of professional civil engineering work experience.

License/Certificate Requirement:

- Possession of a valid State of Hawai'i Driver License (Class 3) or any other valid comparable driver license.

Knowledge of:

- civil and hydraulic engineering principles and practices,
- engineering mathematics, engineering mechanics, and mechanics of materials, and
- structural, mechanical, electrical, and sanitary engineering principles.

Ability to:

- perform civil engineering design work or supervise construction and inspection activities,
- analyze stresses and determine the required foundations and structural features,
- supervise a small group of subordinate professional employees, and
- prepare engineering and inspection reports.

Physical Requirements:

Persons seeking appointment to positions in this class must meet the health and physical condition standards deemed necessary and proper to perform the essential functions of the position with or without reasonable accommodations.

Physical Effort Grouping: Light

This is an amendment to the specification for the class CIVIL ENGINEER III that was approved on September 1, 1961; and amended on March 25, 1963; April 2, 2003; and March 23, 2022.

APPROVED: June 26, 2024
Date

/s/ Sommer J. Tokihiro
Director of Human Resources