

**CITY OF FONTANA
SUPERVISING TECHNICAL ENGINEER**

DEFINITION: To perform professional and technical engineering work in an assigned GIS/CAD operating environment. This position provides technical and functional supervision over GIS/CAD staff assigned to the Engineering GIS section.

ESSENTIAL FUNCTIONS: The incumbent must have the ability to:

- Supervise and evaluate personnel engaged in drafting/engineering work in support of the City's Geographic Information Systems. Ensure work quality and quantity through appropriate training and development activities.
- Design, implement and customize ARC/INFO, ARC/VIEW Auto CAD and database products to create engineering specific data layers for the City's Geographic Information System. Utilize knowledge and experience in applying GIS to solve end-user problems.
- Work closely with appropriate City and Inter-Agency staff to ensure that the City's Geographic Information System includes accurate up-to-date critical elements.
- Work with Information Services personnel to ensure system compatibility; recommend hardware and software for GIS/CAD system equipment; process hardware and software procurement documents. Coordinate maintenance and repair work and troubleshoot system malfunctions.
- Perform professional and technical engineering work in support of section managers and other City department operating divisions including redevelopment project areas, annexations, permit processing, planning and land use.
- Apply methods and techniques of engineering; possess knowledge of sewer, storm drain and other related infrastructure facility inventory features and functions.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Communicate effectively both orally and in writing.
- Perform any other tasks or functions that may be deemed necessary to the daily operations of the employer.

THE ABOVE LIST OF ESSENTIAL FUNCTIONS IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED AS NECESSARY BY THE EMPLOYER.

WORKING CONDITIONS: Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in preparing reports using a computer keyboard. Additionally, the position requires far and near vision in reading written reports and other work related documents. Acute hearing is required when providing phone and customer service.

EXPERIENCE AND TRAINING GUIDELINES: A combination of experience and training that would provide the required knowledge and abilities is qualifying. The employee must have the knowledge of:

- Planning, designing, developing and implementing automated Geographical Information Systems.
- Journey level methods and procedures in the field of engineering.
- Basic principles and practices of effective supervision.

Experience: At least two (2) years of journey level experience in the engineering field with significant training and/or certification in GIS/CAD software and systems.

Education: A Bachelor's Degree from an accredited college or university with major coursework in engineering.

Licenses/Certifications: Possession of, and continuously throughout employment, a valid CA Class "C" Driver's License.