



## **CITY OF NEWPORT, OREGON**

### **SENIOR PROJECT MANAGER**

The City of Newport Oregon is seeking a reliable, experienced and seasoned professional for the position of Senior Project Manager. This is a full-time position with a salary range of \$5,664.00 to \$7,424.00/month, plus an excellent benefit package. Placement in the salary range will be based on the knowledge, skills, education and experience of the person hired.

This senior position will be a recognized expert in project management of civil infrastructure and facility projects and will be responsible for projects involving large expenditures, complex problem solving, technical consultation, contractor oversight, design, planning, field implementation, and report preparation. This position will assist the Public Works Department in providing engineering support, oversight, and management of the design and construction of the City's infrastructure; including water treatment and distribution, wastewater collection and treatment, storm drainage facilities, street improvements, and city buildings; and developing and implementing capital improvement project standards, goals, and performance expectations.

#### **JOB QUALIFICATION REQUIREMENTS:**

##### **MINIMUM/MANDATORY EDUCATION AND EXPERIENCE REQUIREMENTS:**

Any equivalent combination of relevant education and experience which provides the applicant with the knowledge, skills, and abilities required to perform the duties as described. A typical way to obtain the knowledge, skills and abilities would be: A Bachelor's degree in civil engineering or related field AND minimum of five years related experience; and a minimum of four years in a supervisory/management capacity. Relevant experience is defined as professional level experience in project management, engineering, or engineering support.

##### **SPECIAL REQUIREMENTS/LICENSES:**

Possession of a valid Oregon driver's license at time of hire.

Oregon Registered Professional Engineer (PE,) or registration in Oregon as a Professional Engineer within six months of hire.

Confined Space training within 6 months of hire.

Competent Person training within 6 months of hire.

Work Zone Traffic Control (flagger) training within 6 months of hire.

Lock-Out-Tag-Out training within 6 months of hire.

CPR/First-Aid training within 6 months of hire.

Occupational Noise Exposure training at time of hire.

##### **DESIRABLE QUALIFICATIONS:**

Certification as a Project Management Professional (PMP)

##### **PHYSICAL DEMANDS OF POSITION:**

While performing the duties of this position, the employee is frequently required to sit, stand, bend, kneel, stoop, communicate, reach, and manipulate objects. The position requires mobility including the ability to frequently lift or move materials up to ten pounds and occasionally lift or move materials up to sixty pounds. The position requires the ability to operate a motorized vehicle. Manual dexterity and coordination are required about 20% of the work period while operating equipment such as computers, keyboards, telephones, standard office equipment, maintenance equipment, and motorized vehicles. Physical exertion may be required to move heavy objects, crawl through tight spaces, and kneel in confined areas. Physical effort may be required to perform heavy manual labor in confined and cramped spaces and uncomfortable conditions, climb ladders, bend, reach, and stand for long periods.

**TO APPLY:** City application forms are available on the city website at [www.newportoregon.gov](http://www.newportoregon.gov), or picked up from the City Manager's Office at the Newport City Hall, 169 SW Coast Highway, Newport, Oregon 97365. Application materials should be sent to: City of Newport, Attention: Human Resources, 169 SW Coast Highway, Newport, Oregon 97365, or e-mailed to [jobs@newportoregon.gov](mailto:jobs@newportoregon.gov). **The position is open until filled.**

The City of Newport is an EEO and veteran's preference employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected under state, federal or local law.

All offers of employment are subject to successful completion of a pre-employment background check, reference checking, and in the case of safety sensitive positions, drug and alcohol testing.