



# Town of Branford Job Announcement

## DESIGN ENGINEER

**Department: Engineering Department/Land Use**

**Position Status: Full-Time, Mon-Fri**

**Hours: Monday-Friday 8:00am to 4:30pm**

**Salary: \$75,069 to \$88,316 Salary increases 7/1/2025**

**Generous Employee Benefits, Outstanding professional growth opportunity**

**Union Affiliation: UPSEU- Branford Employees**

**Send your resume and cover letter for immediate consideration to [CAREERS@BRANFORD-CT.GOV](mailto:CAREERS@BRANFORD-CT.GOV)**

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The Town of Branford is seeking a professional who will enjoy a team working environment to provide professional engineering work related to the design and construction of infrastructure projects, asset management, and capital improvement planning in the Engineering Department. This position will collaborate with municipal, state, and federal representatives, and will effectively communicate with residents and members of the local business community.

**Essential Job Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

- Applies standard civil engineering techniques, procedures, and criteria to a variety of public works planning, construction, design and land surveying projects.
- Provides consultation to the Town Departments, Boards, Commissions, and Authorities.
- Serve as project manager on assigned projects to ensure contractor compliance with time and budget parameters for the project. Develops written and oral project reports and interacts with outside government officials.
- Prepares plans and specifications for Town projects, including road and sidewalk reconstruction, drainage, flood control improvements, and other public facilities.
- Coordinates require advertising for bids; reviews construction bids and makes necessary recommendations based on the lowest and best bids, competency of vendors and consultants, and the selection criteria.
- Prepares cost and material estimates for construction projects.
- Prepares grant applications, requests for proposals, and requests for qualifications.
- Assists with grant administration and capital project management.
- Maintains asset management software and databases. Assists in prioritizing projects and preparing reports utilizing asset databases.
- Assists the Public Works Department in ensuring compliance with State and Federal



statutes.

- Review plans, drainage calculations, traffic studies, geotechnical reports, and other technical data submitted by developers of subdivisions and other private development projects for conformance with town standards and good engineering practices. Provide technical advice and reports to various Town Commissions and Authorities.
- Investigates drainage, roadway, and sewer system issues and complaints, and prepares corrective designs as needed.
- Prepares, analyzes, and reports in specialized engineering areas as hydraulics, drainage, pavement, and sewer systems.
- Operates drafting and specialized engineering equipment.
- Prepares and coordinates the application for and procurement of regulatory permits associated with Town projects.
- Represents the Department and makes formal project presentations before Commissions and Authorities.
- Assists with the preparation of annual operating and capital budgets.
- Assists the Department in marking the location of sanitary and storm sewers in response to requests made through the Connecticut Call Before You Dig program.
- Attend training and conferences; suggest and develop innovative approaches learned through training and conferences.

#### **Other Functions:**

- Performs similar or related work as required, directed or as situation dictates.
- Continue professional development.
- Assists other Department staff as needed to promote a team effort to serve the public.
- All other duties as assigned

#### **Supervision:**

*Supervision Scope:* Performs varied and responsible technical, management and supervisory responsibilities requiring the knowledge of regulations, state/federal statutes and local ordinances. Exercise responsible judgment and initiative in effectively and efficiently following department policies and practices.

*Supervision Received:* Works under the general direction of the Town Engineer.

*Supervision Given:* None.

#### **Minimum Required Qualifications:**

##### **Education, Training and Experience:**

- Bachelor's degree in civil engineering required
- Engineer-in-Training license valid in the state of Connecticut required. Professional Engineering license (PE) is valid in the state of Connecticut preferred.
- Must have and maintain a valid CT Driver's License

#### **Tools and Equipment Used**

Personal computer, including word processing, spreadsheet, databases, computer-aided-design



(CAD) software, and GIS software; basic surveying tools.

The Town of Branford is an Equal Opportunity Employer. Women and Minorities Encouraged to Apply.

Send your resume and cover letter for immediate consideration to [Careers@Branford-ct.gov](mailto:Careers@Branford-ct.gov)