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Engineering Program Manager

JOB CODE	JOB FAMILY	PROFILE
JCM607	**Engineering & Capital Projects**	**Engineering Program Manager**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Salary	**$101,192.00 - $159,786.00**	**July 21, 2026**

The Engineering Program Manager oversees the planning, construction, and maintenance of traffic control systems and roadway networks, including roads, streets, and highways. This position manages traffic engineering and control teams, including supervisory, professional, technical, and administrative staff. Responsibilities include leading renovation, new construction, water and energy conservation, and other facility projects and programs. The role includes oversight of project budgets, scheduling, and technical execution. Performs a variety of complex, technical, and professional duties in support of assigned programs and projects. Duties include full supervisory responsibilities, including hiring, training, performance management, coaching, discipline, and termination.

Job Description

DUTIES AND RESPONSIBILITIES

- Assists with planning and implementation of capital improvement projects, including budgeting, scheduling, and fiscal oversight.
- Establishes and maintains accountability standards for staff and consultants to meet departmental goals, schedules, and budgets.
- Ensures technical standards, procedures, and policies are followed to produce high-quality project outcomes.
- Oversees or participates in all phases of facility construction projects, including policy development, data analysis, and program planning.

- Develops and implements program goals, objectives, policies, and procedures; recommends and administers operational policies.
- Reviews and coordinates construction and renovation projects, including methods, materials, and staff performance.
- Supervises construction of roads and public works projects in coordination with government agencies, utilities, and consultants.
- Attends design reviews and pre-construction conferences; represents the County in meetings with public and private entities; provides recommendations and negotiates plans.
- Prepares and reviews legal documents related to County facilities, drafts agenda items for project approvals.
- Provides recommendations and cost estimates for facility renovations and construction projects.
- Reviews and approves design and construction documents; negotiates contracts and prepares status reports and schedules.
- May oversee the Traffic Control Section, including installation of signs, signals, fiber optics, lighting, guardrails, and traffic calming devices.
- Conducts traffic studies and recommends design solutions based on engineering standards and best practices.
- Supervises assigned personnel by setting goals, providing feedback, conducting evaluations, and supporting staff development and hiring.
- Represents the department in public hearings and commission meetings, coordinates with other County departments and stakeholders.
- May supervise development review functions related to permitting and inspection of public infrastructure and development proposals.
- May serve as project manager for specific capital improvement projects.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

MINIMUM QUALIFICATIONS

- Bachelor’s Degree of Science in Civil Engineering, Construction Management, or engineering field.
- Twelve (12) years of related work experience in construction management.
- Eight (8) years of experience in a managerial role.

*Any equivalent combination of related education and/or experience may be considered for the above requirements.

SUPPLEMENTAL INFORMATION

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver's license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.
- Registration as a Professional Engineer (PE) by the state of New Mexico is required within six (6) months from date of hire.

WORKING CONDITIONS

- Duties are performed indoors in a temperature-controlled environment.
- Worker may be exposed to outdoor weather conditions when conducting on-site construction inspections.
- Outdoor work surfaces include natural ground, concrete, asphalt, ramps, and stairs.
- Worker frequently works independently, with or without direction from a supervisor.
- Evening meetings may be required.

EQUIPMENT, TOOLS, AND MATERIALS

- Equipment typically used includes a telephone, computer terminal, printer, keyboard, photocopy machine, fax machine, and calculator.
- Materials handled during job duties include files, forms, reports, and various office supplies.
- May be required to operate an automobile for job-related travel.

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization's Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver's License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.