

# Plans Review Manager (Engineer IV)

**Salary** - \$85,318.48 - \$142,197.95 Annually

**Location** - FAIRFAX (EJ28), VA

**Job Type** - FT Salary W BN

**Job Number** - 25-00051

**Department** - Fire & Rescue

**Opening Date** - 01/11/2025

**Closing Date** - 2/7/2025 11:59 PM Eastern

**Pay Grade** - S29

**Posting Type** - Open to General Public

**To apply:** <https://www.governmentjobs.com/careers/fairfaxcounty/jobs/4771893/plans-review-manager-engineer-iv?keywords=plans%20review&pagetype=jobOpportunitiesJobs>

## Job Announcement

### \$5,000 Sign-On Bonus\*

Under the supervision of the Engineer V in the Office of the Fire Marshal, Engineering and Plans Review Branch, the Engineer IV manages, directs, and evaluates a portion of staff responsible for complex work that typically has a broad impact to public safety, regulatory responsibility that includes the evaluation of architectural, fire protection systems and other plans. Communicates development regulations to contractors, developers, builders, architects, engineers, and contractors. Provides technical and engineering support on matters related to Virginia's building and fire code requirements, referenced NFPA standards, and local provisions. Monitors workload and processes to optimize resources and adjusts as needed. Responsible for quality of work through training, mentoring and team building. Leverages new technologies to enhance the operation of the unit.

Possession of a valid Virginia Professional Engineer or Architect license is required. An individual who possesses a valid Professional Engineer or Architect license in another state will be granted a temporary exemption to this requirement pending the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers & Landscape Architects decision regarding that individual's application for reciprocity.

Note: The assigned functional area of assignment is Fire Protection.

**\* This position includes a signing bonus for fully qualified new county employees in the amount of \$5,000.**

## Illustrative Duties

*(The illustrative duties listed in this specification are representative of the class but are not an all-inclusive list. A complete list of position duties and unique physical requirements can be found in the position job description.)*

Depending on the functional area of assignment:

- Responsible for advanced level review and approval of various applications to ensure compliance with state and local codes, regulations and policies and good engineering practice;
- Applies advanced engineering and scientific techniques in evaluating complex solutions;

- Estimates staffing, budget, schedules and resources needed to meet completion dates;
- Supervises subordinate staff of engineers and/or technicians working multiple smaller projects, utilizing either internal staff or external consultants or contractors;
- Reviews and approves (or rejects with explanation) shop drawings and third party quality control inspection reports submitted pursuant to "Special Inspections Requirements" under the Virginia Uniform Statewide Building Code and the Fairfax County Special Inspections Program;
- Reviews the work of other engineers for complex permit applications, environmental analysis, design or construction of Capital Projects;
- Reviews and approves plans in accordance with the Virginia Uniform Statewide Building Code;
- Conducts field inspections of commercial construction projects to verify compliance with associated building code requirements of the Virginia Uniform Statewide Building Code;
- Identifies and rewrites deficient and obsolete sections of national, state or local codes;
- Trains/mentors lower level engineers;
- Conducts preliminary meetings with design professionals to discuss code issues related to complex projects;
- Proposes and prepares revisions to technical design standards and ordinances;
- Prepares and presents detailed reports, studies and complex technical material to diverse groups of stakeholders to gain support and consensus;
- Attends project and administrative meetings and conferences, and makes recommendations concerning budget issues;
- Serves as a technical advisor in specialty area;
- Signs off on the work of others that are supervised and signs off on own work as a Professional Engineer or Registered Architect.

## Required Knowledge Skills and Abilities

*(The knowledge, skills and abilities listed in this specification are representative of the class but are not an all-inclusive list.)*

Depending on the functional area of assignment:

- Considerable knowledge of the principles, theory and practice of civil, architectural, and environmental engineering or urban planning;
- Considerable knowledge of computer applications and software (such as CAD) associated with the preparation of plans and engineering computations;
- Considerable knowledge of common methods and equipment used in engineering construction and of inspection methods used in reviewing such work;
- Considerable knowledge of Virginia Uniform Statewide Building Code and the codes and ordinances which apply to building construction in Fairfax County;
- Considerable knowledge of real property descriptions;
- Ability to review construction documents, designs and proposals for costs, design requirements and compatibility with County standards, guides and operational needs;
- Ability to coordinate long-term, complex project plans;
- Ability to plan, coordinate and oversee the work of team(s), subordinates and diverse professional and sub-professional engineering staff;
- Ability to communicate and interact effectively with the public, senior County staff and the Fairfax County Board of Supervisors.

## Employment Standards

### **MINIMUM QUALIFICATIONS:**

[Any combination of education, experience, and training equivalent to the following:](#) *(Click on the*

*aforementioned link to learn how Fairfax County interprets equivalencies for “Any combination, experience, and training equivalent to”)*

Graduation from a four-year college or university accredited by the Accreditation Board of Engineering and Technologies with a bachelor's degree in the appropriate engineering or architectural field; plus, four years of progressively responsible professional experience in the appropriate engineering or architectural field. Possession of a valid Virginia Professional Engineer or Architect license is required.

#### **PREFERRED QUALIFICATIONS:**

- **Virginia Department of Housing and Community Development Building Code Academy (CORE Module)**
- **VDHCD Fire Protection Plans Examiner**
- **VDHCD Commercial Building Plans Examiner**

#### **CERTIFICATES AND LICENSES REQUIRED:**

- Driver's License-Required Upon hire
- Virginia Department of Housing and Community Development Building Code Academy (CORE Module) (Required within 12 months)
- VDHCD Fire Protection Plans Examiner (Required within 12 months)
- VDHCD Commercial Building Plans Examiner (Required within 18 months)
- Possession of a valid Virginia Professional Engineer or Architect license.

**\* (Note: An individual who possesses a valid Professional Engineer or Architect license in another state will be granted a temporary exemption to this requirement pending the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers & Landscape Architects decision regarding that individual's application for reciprocity.)**

#### **NECESSARY SPECIAL REQUIREMENTS:**

The appointee to the position will be required to complete a criminal background check, driving record check, and sanctions screening to the satisfaction of the employer.

#### **PHYSICAL REQUIREMENTS:**

Ability to input, access, and retrieve information from a computer. Ability to lift up to 20 lbs. All duties performed with or without reasonable accommodations.

#### **SELECTION PROCEDURE:**

Panel interview and may include exercise.

The population of Fairfax County is very diverse where 38.7% of residents speak a language other than English at home ([Spanish, Asian/Pacific Islander, Indo-European, and others](#)) and we encourage candidates bilingual in English and a foreign language to apply to this opportunity.

**Fairfax County Government prohibits discrimination on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, disability, sexual orientation, gender identity, genetics, political affiliation, or military status in the recruitment, selection, and hiring of its workforce.**

Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. Contact 703-324-4900 for assistance. TTY 703-222-7314. [DHREmployment@fairfaxcounty.gov](mailto:DHREmployment@fairfaxcounty.gov) EEO/AA/TTY.