



SUCCESSION PLANNING PROGRAM POSITION EVALUATION FORM

INSTRUCTIONS TO DEPARTMENT DIRECTORS: *Please complete a Position Evaluation Form for each position in your department for which a succession plan is to be developed. With input from the incumbent and other key staff, indicate the competencies that a successor must possess in order to function effectively in the position. Please feel free to attach additional sheets if needed.*

Title of Position Construction Manager 3	Reports to (Title) Traffic Signals & Signs Div. Chief
Name of Incumbent	Grade N/A
	Exec. Benefits N/A
Department Public Works	Division Traffic Signals & Signs(015)
Comments (Occ. Code 6612A)	

Will the position continue to exist after the departure of the incumbent?..... Yes No
 If yes, when do you anticipate the position will become vacant?.....Date: (mm/year): UNDMD

MINIMUM QUALIFICATIONS: *Please list the minimum qualifications required for this position.*

Bachelor's degree in Engineering, Architecture, Construction Engineering, or a related field. Seven years of experience in the design, construction or management of construction projects are required. A State of Florida Professional Engineer license, State of Florida Registered Architect license, Miami-Dade County or State of Florida General Contractor's certificate, Miami-Dade County or State of Florida General Building Contractor certificate, or Miami-Dade County or State of Florida General Engineering Contractor certificate, a Certificate of Eligibility in General Building or General Engineering may substitute for the required education.

TECHNICAL COMPETENCIES: *Please list the key technical competencies/requirements needed for this position (e.g., knowledge of GASB statement no. 34, integrated marketing experience, knowledge of County geography, general contractor designation). Again, please attach additional sheets as needed.*

Understanding of traffic engineering principles	Manage and coordinate communications projects
Knowledge of computer hardware & their relationships	Knowledge of electrical power systems
Knowledge of different communication platforms	Knowledge in networking
Knowledge of database management	Knowledge and use of office productivity products
Knowledge of software development	Knowledge of County geography

GENERAL COMPETENCIES: *Please indicate key knowledge, skills, experiences and abilities needed for the position above and beyond the minimum job qualifications. Add additional competencies as necessary. If a competency applies, please rate*

1 = Somewhat Necessary 2 = Necessary 3 = Very Necessary 4 = Absolutely Essential

COMPETENCY	RATING	COMPETENCY	RATING	COMPETENCY	RATING
Adaptability	2	Developing Others	3	Political Savvy	2
Business Acumen & Entrepreneurship	1	Diversity Awareness & Management	1	Problem Solving & Technical Credibility	4
Communication	3	Ethics, Integrity, & Honesty	3	Service Motivation & External Awareness	1
Continual Learning	4	Influencing & Negotiating	2	Strategic Thinking	3
Customer Service	3	Performance Management & Results-Orientation	4	Teamwork & Group Leadership	3
Decisiveness	3				