



Comhairle Cathrach Chorcaí
Cork City Council

Job Specification

Executive Engineer

Cork City Council

To be read in conjunction with

[Our Candidate Information Booklet \(link\)](#)

BACKGROUND

Located on Ireland's scenic south coast, Cork City is the country's second-largest urban centre and home to over 224,000 people. Since the 2019 boundary extension, Cork has entered a new phase of ambitious growth and development, with its population projected to reach 335,000 by 2040. Backed by over €2.5 billion in investment, this expansion is focused on sustainable, infrastructure-led growth-enhancing housing, transport, public amenities and cultural services across the city.

Cork City Council is a large urban local authority with 1,675 employees operating across more than 40 locations. The Council is made up of 31 elected members who represent five wards across the city and play a vital role in shaping local policy, decision-making and strategic priorities. The Council has an annual revenue budget of approximately €325 million for 2025 and delivers a broad range of public services including housing, planning, transport, libraries, parks and recreation, community development, culture and placemaking. Internal services include Finance, ICT, People & Organisation Development, and Corporate Affairs.

Our work is guided by the Corporate Plan 2024–2029, which sets out a clear vision and values for Cork's future – placing sustainability, innovation, service excellence, and community wellbeing at the heart of everything we do. Cork's international recognition as a UNESCO Learning City, a WHO Healthy City and one of the EU's Climate-Neutral and Smart Cities reflects the city's ambition and global outlook.

Cork City Council is committed to delivering high-quality public services by working collaboratively with strategic partners, businesses, communities and neighbourhoods. Together, we are shaping a city that continues to thrive as a vibrant place to live, study, visit, and work.

We are now seeking applications from individuals who are passionate about public service and eager to contribute to Cork's ongoing transformation. If you bring relevant experience, a commitment to service excellence, and a forward-thinking approach to innovation and customer focus – we want to hear from you. Our people are committed to our values of public service, integrity, respect, a people centred approach, responsibility, and ambition. The successful candidate will have the opportunity to play a meaningful role in shaping the city's future, driving impact and supporting Cork's continued growth and success.

The Corporate Plan can be viewed here: [Cork City Council Corporate Plan 2024–2029](#)



Public Good

We provide high quality services and address peoples' needs in a manner that is both inclusive and equitable.



Trust & Integrity

We act honestly, openly and fairly in all our dealings.



Respect

We treat all people equally with due regard for their needs and rights.



People Centric Approach

We engage with people in a fair, courteous and timely manner. We strive for continuous improvement



Responsibility

We are accountable and transparent and act responsibly in our dealings and decision making.



Innovation

We continually seek progressive and creative approaches in the services we deliver.



Comhairle Cathrach Chorcaí
Cork City Council



The City Council is dedicated to delivering excellent public services by working collaboratively with strategic partners, businesses, community, and neighbourhoods to ensure that the city continues to thrive as a place to live, study, visit and work. As Executive Engineer, you will be contributing to achieving our vision of leading Cork to take its place as a world class city. Our people are committed to our values of public good, trust & integrity, respect, a people centric approach, responsibility, and innovation.

Cork City Council invites applications, on the official application form, from suitably qualified persons, who wish to be considered for inclusion on a panel from which temporary and permanent vacancies for the post of Executive Engineer may be filled.

THE ROLE

Executive Engineers are appointed to a wide variety of roles across the Council.

The role can include responsibility for the management and successful delivery of a range of projects, staff supervision, budget oversight, and public engagement. You will be involved in all stages of project planning and execution, from design to completion, while ensuring compliance with health and safety legislation and delivering high-quality outcomes for the community.

In addition to technical expertise, the role demands strong communication and leadership skills, as you will collaborate with a wide range of stakeholders, including elected officials, community groups, and contractors. This is an opportunity to make a tangible impact on Cork City's development while working in a supportive and collaborative environment.

The person/s appointed will report to and work under the direction of the Senior Engineer or Senior Executive Engineer or other officer designated by the Director of Services or the Chief Executive.

Your responsibilities may include:

- Supervising, managing and carrying out engineering/ancillary services to include the preparation and management of work programmes.
- Supporting all aspects of the delivery of projects including, the development of the project brief, managing design/planning/procurement processes, construction supervision, programme management, quality management, dispute resolution and financial management as required in accordance with best practice project management, contract management and financial management procedures.
- Management of Consultants and Contractors including procurement.
- Administering construction works contracts including discharging the duties of Employers Representative where required.
- Managing staff performance, conduct and development and associated industrial relations issues as required.
- Preparing budgets, ensuring that works are implemented within allocated budgets and ensuring accurate and timely draw-down of scheme funds from funding agencies.
- Maintaining and proactively developing a culture of Health and Safety in the workplace while ensuring compliance with Health & Safety legislation and regulations.
- Ensuring that the responsibilities of the Project Supervisor Construction Stage (PSCS), Project Supervisor Design Process (PSDP) are discharged across capital projects in line with the Council's Corporate Health & Safety systems.
- Dealing with representations from Elected Members and community organisations.

- Representing the City Council at meetings with, elected members, community/general interest groups, businesses, and residents. Prepare reports for meetings, as required.
- Managing public consultation and engagement processes including liaison with the public and other key stakeholders. Meetings may occur outside normal working hours.
- Keeping precise and detailed records in both paper, electronic and map-based formats for all work, including updating of GIS systems.
- Working effectively with the Elected Members and staff in all Council Directorates towards the successful delivery of Services.
- Liaising with other local authorities, government departments and statutory agencies.
- Working with senior management in devising and implementing strategies leading to improved efficiencies in delivery of services.

The above specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to them from time to time and to contribute to the development of the post while in office.

QUALIFICATIONS FOR THE POST

1. **Character**

Each candidate must be of good character.

2. **Health**

Each candidate must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

3. **Education, Training, Experience, etc.**

Each candidate must, on the latest date for receipt of completed application forms:

- a) **(i)** hold at least an ordinary bachelor's degree (level 7* or higher on the National Framework of Qualifications (NFQ)) in Engineering;

* level 7 must be equivalent to at least 180 ECTS (European Credit Transfer Accumulation System) credits.

OR

(ii) hold an ordinary bachelor's degree (level 7 or higher on the National Framework of Qualifications (NFQ)) **and** a post graduate master's degree (level 9 on the NFQ) in Engineering;

OR

(iii) hold a master's degree (level 9 on the National Framework of Qualifications) in Engineering attained after completing an integrated masters level programme of at least a 4-year duration and which is accredited at CEng level by Engineers Ireland or an equivalent accreditation body internationally.

- b) have at least five years satisfactory relevant engineering experience;
- c) possess a high standard of technical training and experience;
- d) possess a high standard of administrative experience.
- e) Have a satisfactory knowledge of public service organisation or the ability to acquire such knowledge.

4. **Driving Licence**

Holders of the office may be required to drive a car in the course of their duties and therefore are required to hold a full driving licence for class B vehicles free from disqualifications.

5. **Desirable Skills:**

- Have knowledge of health & safety legislation and safety regulations.
- Have experience in management and supervision of staff.
- Knowledge and understanding of Building Information Modelling (BIM) and its application within the design, construction, and asset management process.
- Have an ability to manage deadlines and effectively handle multiple tasks.
- Be experienced in all stages of the planning and delivery of civil engineering projects.
- Have good interpersonal skills to communicate effectively with internal and external stakeholders including interest groups and public representatives.
- Have good experience of providing updates, presentations, and reports, taking feedback, and ensuring any learning from same is used to enhance outcomes.
- Have experience of managing finances and budgets and ensuring value for money.
- Have good general ICT skills.

Note: Meeting the eligibility requirements for the grades of Graduate, Assistant, and Executive Engineer does not guarantee that those same qualifications will satisfy the requirements for senior posts (Senior Executive Engineer and above), which carry different criteria.

Competency Framework

Candidates are expected to be able to demonstrate in their application and at interview that they possess these competencies through the experience and skills they have gained to date.

Delivering Quality Outcomes and Ensuring Compliance

Promotes the achievement of quality outcomes in delivering services, with a focus on continuous improvement. Abides by the laws, regulations, policies, and procedures affecting the discharge of duties.

- Organises the delivery of services to meet or exceed the required standard through collaborating with, instructing and motivating stakeholders and by managing resources effectively.
- Develops and implements quality assurance measures to achieve compliance with performance standards or benchmarks.
- Critically evaluates outcomes and processes used to achieve them.
- Is aware of and understands relevant legislation, regulations and policies.
- Refers to relevant professional documents as required.

Communicating Effectively

Recognises the value of and requirement to communicate effectively. Has effective verbal and written communication skills. Has good interpersonal skills.

- Presents ideas effectively to individuals and groups and delivers presentations suited to the nature and needs of the audience.
- Is clear in all communications, considering the audience in getting the message across. Writes fluently, clearly structuring written communication.
- Prepares for communication, carrying out the necessary research and speaking to the relevant people in advance.
- Is effective in communicating a complex or technical message, using language appropriate to the audience.

Managing Resources

Manages the allocation, use and evaluation of resources to ensure they are used efficiently to deliver on operational plans. Drives and promotes reduction in costs and minimisation of waste.

- Allocates and manages human, financial, physical, technological and information resources in accordance with the operational objectives.
- Ensures best value and efficiency in service delivery.
- Intervenes in a timely manner if work activities go over budget.
- Is vigilant in monitoring the work of contractors to ensure that costs are tightly controlled, and that work is delivered effectively.
- Analyses and improves management and accountability structures in their operational area to ensure that they are fit for current purpose.

Salary

The salary scale for the post is:

€60,858 - €63,071 - €65,286 - €67,505 - €69,722 - €71,938 - €74,157 - €76,362- €78,591 – €80,801 - €83,348 (LSI 1) - €84,596 (LSI 2)

In accordance with Departmental Circular Letter EL 02/2011, a person who is not a serving local authority employee on or after 1st January 2011, will enter the scale at the minimum point.

Hours of Duty

The standard working week will be 35 hours per week. The role may, on occasion, include evening and weekend work.

Holders of the post may be called for duty at any time in accordance with arrangements made by local authorities. The Council reserves the right to alter hours of work from time to time.

Candidates are advised to view our [Candidate Information Booklet](#) where they will find further information on the Format of the Competition, our Principal Conditions of Service and General Data Protection Regulation.

Guidelines for completing and submitting application forms are available on our website and can be accessed here: [Candidate Information - Cork City Council](#)

We are an equal opportunity employer and through our recruitment process, we welcome and encourage applications from interested and suitably qualified individuals regardless of gender, age, racial or ethnic origin, membership of the traveller community, religion or beliefs, family or civil status, sexual orientation/gender identity or disability.

Local Authority Organisational Structure
(Engineer Grades)

Chief Executive

Director of Services

Senior Engineer

Senior Executive Engineer

Executive Engineer

Assistant Graduate

Graduate Engineer

Executive Engineer