County Engineer (1025)

FLSA Status: Exempt
Pay Grade: 28
Safety-Sensitive: No

Purpose

The purpose of this position is to provide responsible and complex strategic, administrative and technical support for planning, directing, managing, and overseeing the activities and operations of the County's civil engineering function, including all public works projects and related regulatory functions.

Primary Responsibility

Provides excellent service, pursues continuous improvement and exceeds expectations.

Typical Duties

Exercises functional authority over internal personnel and outside consultants for engineering related activities and assigned projects, as determined by the County Manager and the Assistant County Manager.

Provides technical assistance to County officials regarding the planning, design, techniques and methods for public road, bridge, pedestrian, drainage and intersection infrastructure improvements, and traffic operations and safety, including but not limited to right-of-way encroachments, geometrics, signalization, street signage and pavement markings; and, where applicable, providing a variety of engineering design alternatives.

Administers the County's public right-of-way ordinance, access management program and appurtenant policies providing engineering data and regulatory information to developers and the public.

Provides technical assistance to other County departments on civil engineering related matters: and recommends modifications to civil engineering related projects, programs, policies, and procedures.

Maintains engineering and infrastructure records, including but not limited to, plats, plans and special engineering studies.

Prepares and maintains County right-of-way maps and infrastructure while making recommendations for right-of-way acceptance according to County standards and regulations.

Performs engineering reviews and approvals for compliance with County development ordinances and policies and refers records of inspections for subdivision and development plans to the County's Development Services Division, particularly for roads, soil erosion and stormwater control and utilities.

Prepares and/or reviews traffic impact studies and warrants studies for traffic control devices, sight distance evaluation, access control and speed.

Prepares and submits permit applications to obtain authorization from other government agencies such as the Georgia Department of Transportation for proposed traffic operation projects.

Monitors County public works construction and improvement projects where engineering assistance is required, including design and development of county infrastructure and facilities; scopes and prepares bids and administers contracts; confers with consultants, contractors, inspectors, utilities and other relevant parties; addresses questions/comments; reviews submittals, prepares/approves change orders, schedules and pays requests; performs final inspections; and prepares and maintains records, memos, and correspondence.

Communicates with County officials and appointed bodies, engineers, surveyors, developers, state, federal and other governmental agencies, utility companies, contractors, supervisors, and others needed to coordinate work activities; make recommendations, review status of work, exchange information, or resolve problems.

Facilitates both long range and current planning actions related to compliance with the County's long-range transportation plan and comprehensive plan and assists in the preparation of capital improvements plans with emphasis on projects for public works and buildings and facilities where engineering assistance is required.

Administers the County's Local Maintenance Improvement Grant program with the Georgia Department of Transportation; assist in preparing grant proposals involving engineering-related projects.

Establishes and maintains Local Administered Project certification with the Georgia Department of Transportation to locally manage federally funded projects, when expedient.

Provides technical assistance to the Statesboro Bulloch County Airport on facility improvement projects and monitoring the work of consulting engineers and contractors; performs periodic updates on stormwater and spill prevention plans.

Attends and participates in professional group meetings and stays abreast of new trends and innovations in the field of civil engineering.

Serves in disaster relief efforts, as needed.

Performs other related duties as required.

Minimum Qualifications

Bachelor's Degree in Civil Engineering or related engineering discipline; supplemented by of seven years previous professional civil engineering experience, preferably with varied responsibilities and duties in planning, designing, and overseeing construction and maintenance of building structures, roads, stormwater and drainage structures, bridges, and utilities; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills and abilities for this job.

Specific License or Certification Required: Must possess and maintain a valid Georgia driver's license. Certification as a Georgia Professional Engineer (PE), Professional Traffic Operations Engineer (PTOE), and NPDES Level II is desirable.

Performance Aptitudes

Data Utilization: Requires the ability to coordinate, manage, and/or correlate data. Includes exercising judgment in determining time, place and/or sequence of operations, referencing data analyses to determine necessity for revision of organizational components, and in the formulation of operational strategy.

Human Interaction: Requires the ability to function in a managerial capacity for a division or organizational unit; includes the ability to make decisions on procedural and technical levels.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver, and/or control the actions of equipment, machinery, tools and/or materials requiring complex and/or rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

Functional Reasoning: Requires the ability to apply principles of logical or synthesis functions; to deal with several concrete and abstract variables; and to analyze major problems that require complex planning for interrelated activities that can span one or several work units.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA Compliance

In compliance with the Americans with Disabilities Act (ADA), the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Physical Ability: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, depth, texture, and visual cues or signals. Tasks require the ability to communicate orally.

Environmental Factors: Essential functions are regularly performed without exposure to adverse environmental conditions.

DISCLAIMER: This job description is not an employment agreement or contract. Management has the exclusive right to make changes at any time without notice.

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