

Job Description: ASSISTANT COUNTY ENGINEER (ROAD & BRIDGE)

CLASS NO. 2102

EEOC: Professionals

PAY GROUP: 31

FLSA: Exempt

SUMMARY OF POSITION

Provides support to the County Engineer in the administration of his duties. This includes directing, administering and coordinating the activities of the Engineering Dept., in accordance with the policies, goals and objectives established by the Commissioners Court.

ORGANIZATIONAL RELATIONSHIPS

1. Reports to: County Engineer
2. Directs: Indirectly supervises all employees involved in public works activities.
3. Other: Has frequent contact with other departmental employees and department heads and County Commissioners as required.

EXAMPLES OF WORK

The responsibility of the Assistant County Engineer shall include, but not necessarily be limited to assisting the County Engineer in the day to day operation of the department and assuming total command and responsibility in his absence.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: engineering principles and practices as applied to the location, design, construction, and maintenance of county roadways system; materials and equipment used in major construction and maintenance projects; highway and drainage design principles; effective design and construction management techniques; roadway rehabilitation and reconstruction techniques; county budgetary practices; and local, state, and federal statutes pertaining to engineering design and construction management including familiarity with contract law.

Skill/Ability to: plan and direct a variety of engineering projects; analyze and evaluate a wide variety of complex and highly technical engineering data; apply effective engineering methods and solutions to related engineering projects and problems; prepare and effectively administer complex annual budgets. Demonstrate proficiency in both oral and written communication; supervise and motivate employees; establish and maintain effective working relationships with employees, county officials, and representatives of relevant state commissions and departments; and maintain necessary certifications.

*for the purpose of compliance with the Americans with Disabilities Act (ADA)
This job description does not take into account potential reasonable accommodations.
Updated and Approved CC 8/14/2012

Chambers County

CLASS NO. 2102 (Continued)

ACCEPTABLE EXPERIENCE AND TRAINING

Bachelor's degree in civil engineering or a related field, plus at least ten years of administrative experience in developing and managing engineering design, planning, transportation, or related programs.

Or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

CERTIFICATES AND LICENSES REQUIRED

Registration as a Professional Engineer. RPLS desirable

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Updated and Approved CC 8/14/2012