

LANCASTER COUNTY
ASSISTANT COUNTY ENGINEER

NATURE OF WORK

This is responsible professional and administrative work assisting the County Engineer in the overall operations of the County Engineering Department.

Work involves managing and directing the day-to-day operations of the County Engineering Department, including planning, design, construction and maintenance of roads, bridges and other infrastructure. Work includes organizing and prioritizing critical issues and gathering required information for the County Engineer to facilitate efficient decision making, acts as a point of contact between the County Engineer and other employees and provides oversight and guidance to projects of high importance. Supervision is exercised over subordinate staff. Supervision is received from the County Engineer with work being reviewed in the form of reports, conferences and compliance with departmental goals and objectives.

EXAMPLES OF WORK PERFORMED

Assist the County Engineer in directing and administering the Department.

Assist in Strategic Planning a development of long-term comprehensive planning for County transportation infrastructure.

Supervise and direct the work of assigned staff.

Identify existing problems with County infrastructure and makes recommendations for repair, replacement, or redesign.

Assist with preparing, reviewing, and completing engineering studies, cost calculations, and determining project feasibility.

Review construction plans and contract documents to ensure projects meet all federal, state, and local design and construction standards and guidelines.

Review and assist County Engineer with facility planning, site selection, and recommendations for renovation, restoration or replacement.

Direct and manage the delivery of the One and Six-Year Road and Bridge Program.

Perform related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of Civil Engineering principles, practices, and procedures as applied to highways, bridges and other projects and operations.

Thorough knowledge of the principles and practices of public administration.

Thorough knowledge of the goals, objectives and programs of the County Engineering Department.

Considerable knowledge of federal, state, and local regulations and laws governing the planning, design, construction and maintenance of highways, bridges, and other infrastructure.

Ability to prioritize and organize a variety of responsibilities.

Ability to utilize complex computer programs for hydrology, highway design, pavement management, sign management, and construction management.

Ability to establish and maintain effective working relationships with staff, governmental agencies and representatives, legislators, contractors, engineers, and the public.

Ability to communicate effectively both orally and in writing.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university with major coursework in civil engineering, six years of responsible experience in highway design and construction, and two years of responsible supervisory experience; or any equivalent combination of training and experience that provides the desirable knowledge, abilities, and skills.

NECESSARY SPECIAL REQUIREMENT

Registration as a Professional Engineer by the State of Nebraska. If registered in another state, must obtain Nebraska registration within one year of appointment.

Possession of a valid driver's license when operating a vehicle may be necessary to the satisfactory performance of assigned duties for some positions within this classification.