

COUNTY ENGINEER

JOB PURPOSE AND SUMMARY

This is a senior management position reporting to the Public Works Director. The County Engineer has authority over estimates, standards of construction, technical review, and approvals for professional staff and contracted services with respect to county roads for Clark County as provided by WAC 136-50 and RCW 36.80. This position is required by the State of Washington, as outlined by RCW 36.75.020 and WAC 136-12-020.

This position is assigned to oversee the following Public Works programs, units, and services:

- Road and bridge planning, standards, and construction
- Road and bridge maintenance and repair
- Preparation of the annual construction program
- Development of the six-year transportation improvement program
- Management of countywide real property services

This position has full responsibility for the operation and performance of the assigned divisions and sections through intermediate managers; however, final responsibility for management of staff is assigned to the Director of Public Works.

The role of the County Engineer is to improve the efficiency of the county roads divisions and programs, maintain a high degree of productivity, validate the timeliness of project delivery, and verify that public funds are expended appropriately subject to the constraints and requirements of available funding.

The County Engineer advises the Public Works Director, County Manager, and Council on transportation and county road issues and can represent the Public Works Director in matters pertaining to county road concerns.

KEY OR TYPICAL TASKS AND RESPONSIBILITIES

- Adheres to professional ethics standards in performing all functions of the role and ensures adherence to federal, state, and local regulatory requirements and best practices standards.
- Provide oversight and accountability for all work on county roads and bridges, including engineering; operations and maintenance; and project cost estimate and budget functions.
- Review and approve engineering designs as the Professional Engineer as record or County Engineer as required.

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- Determine standards of construction for county roads and bridges; update standards of construction as needed based on best practices and applicable guidance.
- Develop, review, and approve mandated County Road Administration Board reports, ensuring timeliness of delivery and accuracy of data.
- Identify and resolve issues that require technical leadership, expertise in county roads standards, or the application of such standards.
- Oversee the creation of training, onboarding, and continuing education plans for the assigned programs and divisions.
- Monitor project delivery schedule, ensure positive project budget outcomes, and manage project delivery timeliness of Engineering and Construction Division.
- Ensure completion of the annual county road maintenance workplan and make process improvements as necessary to improve Road Operations and Maintenance division efficiency and effectiveness.
- Work with Transportation Division Manager to ensure appropriate standards in the operation of county roads signals and traffic analysis.
- Works with Communications Manager and Customer Service to ensure that county roads complaints and requests are addressed in a timely manner.
- Works with Communications Manager and project managers to ensure that outreach and engagement with residents is performed for construction and maintenance projects.
- Acquire and analyze data from assigned divisions and sections for the purpose of monitoring program performance; make business improvements using program performance data.
- Ensure that county roads activities maintain a continuous improvement focus; take steps as necessary to identify and enact technical, procedural, or other types of improvements to ensure the continued efficiency, cost management, and overall effectiveness of county roads activities.
- Develop and maintain effective relationships with affiliated federal, state and local agencies and business and community organizations.
- Develop the annual construction program and 6-year transportation improvement program.
- Perform special departmental administrative and management tasks as assigned by the Public Works Director, County Manager, or County Council.

QUALIFICATIONS

Education and Experience:

- A bachelor's degree in civil engineering or a closely related field and a minimum of five years of progressively responsible civil engineering experience, preferably in a public works agency.
- A minimum of three years supervisory or management experience
- Registration as a professional civil engineer in the State of Washington or ability to procure such registration within the first six months of employment.

Knowledge of: the principles and practices of civil engineering and the related physical sciences; principles and practices of construction engineering, inspection, and investigation; effective construction methods and techniques; Federal, State and County standards applicable to public works project design and construction; principles and practices of human resources and financial management; roadway and right-of-way maintenance practices and techniques.

Ability to: effectively fulfill the key responsibilities of the position as listed above; exercise sound judgment in the independent development of solutions to complex technical, administrative and managerial problems; direct and coordinate the inspection, negotiation and control of the work of private contractors; plan and utilize current technology in addressing personal and division responsibilities; communicate and express ideas effectively, orally and in writing; work responsively with community and business groups and group activists representing a wide variety of interests; effectively and collaboratively balance competing interests and approaches.

WORK ENVIRONMENT & PHYSICAL DEMANDS

Typically works in an office setting but duties may involve field work under adverse or challenging physical conditions. Work involves management of multiple priorities and can involve face-to-face interactions in stressful and/or sensitive situations.

Essential tasks include use of the telephone and personal computer, writing, driving a county or personal vehicle and traveling to conferences, meetings, and seminars.