

DEPUTY COUNTY ENGINEER

JOB PURPOSE AND SUMMARY

This is a highly responsible senior management position reporting to the County Engineer. The Deputy County Engineer supports the function of the County Engineer and is charged with managing significant elements within the County Engineer's purview such as capital project delivery and road operations and maintenance, either directly or through intermediate managers. The Deputy County Engineer is empowered to act on behalf of the County Engineer, either in their absence or at their direction.

The role of the Deputy County Engineer is to work in tandem with the County Engineer 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.

KEY OR TYPICAL TASKS AND RESPONSIBILITIES:

- Provide strong leadership for all employees in support of the Office of the County Engineer.
- Serve as the County Engineer in their absence.
- Support the development and execution of the Annual Construction Program and six-year Transportation Improvement Program.
- Participate in and support the update of standards of construction as needed based on best practices and applicable guidance.
- Identify and resolve issues that require technical leadership, expertise in county roads standards, or the application of such standards.
- Ensure completion of the annual county road maintenance workplan and make process improvements to Road Operations and Maintenance division efficiency and effectiveness.
- Acquire and analyze data from assigned divisions and sections for the purpose of monitoring program performance; make business improvements using program performance data to ensure that county roads activities maintain a continuous improvement focus.
- Provide leadership and direction to professional and technical staff for work related to county roads and bridges and other infrastructure within the county.
- Develop, review, and approve program performance reports and financial reports, ensuring timeliness of delivery and accuracy of data.

- Oversee the creation of training, onboarding, succession, and continuing education plans for the assigned programs and divisions.
- Conceptualize and develop strategic plans, goals, and objectives for county roads programs.
- Develop and maintain effective relationships with a variety of critical stakeholders including federal, state and local agencies, business and community organizations, and internal partners.
- Adhere to professional ethics standards in performing all functions of the role and ensure adherence to federal, state, and local regulatory requirements and best practices standards.
- Perform special departmental administrative and management tasks as assigned.

QUALIFICATIONS

Education and Experience:

- A bachelor's degree in civil engineering or a closely related field and a minimum of eight years of progressively responsible civil engineering experience, preferably in a public works agency.
- A minimum of five 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.
- Possession of, or ability to obtain, a valid driver's license required

Knowledge of the principles and practices of public administration, 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.