



**COUNTY OF EL PASO (CO)**  
**invites applications for the position of:**

# **Engineer II/III**

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**SALARY:** Depends on Qualifications

**OPENING DATE:** 07/30/17

**CLOSING DATE:** Continuous

**DEPARTMENT:** Department of Public Works - Engineering

**JOB TYPE:** Full-Time

**FLSA STATUS:** Exempt

**PAY BAND:** 400, Professional Band

**JOB NUMBER:** 17265

**ESSENTIAL JOB FUNCTIONS:**

This position performs a variety of professional and consultative engineering duties in the field of civil engineering.

- Accomplishes complex engineering assignments requiring the use of judgment and initiative in developing solutions to problems, interpreting general policies and determining work schedules.
- Attends and represents the County at various meetings with citizens, developers, contractors, consultants, utility providers, county departments and other governmental agencies.
- Recommends and assists in the preparation of procedural or ordinance changes.
- Provides project management and engineering design in the planning and development of project plans, specifications and estimates for the design of public capital and/or maintenance projects, including but not limited to transportation, parks and recreation, stormwater, site development, etc. Assures that the planning, design and construction complies with environmental requirements, the project scope, schedule, budget and current design engineering criteria, standards, practices, theories and procedures. Assures that all project clearances are received for engineering, environmental, utility and right-of-way offices to clear a project for advertisement.
- Monitors and administers construction projects to certify that the construction is being performed in accordance with the plans and specifications under local and/or state and federal requirements. Reviews and recommends approval for modifications to design and construction, including revisions to contract documents. Inspects project sites and features for stormwater permit compliance and safety, including traffic control reviews/inspections.
- Assists in reviewing private development applications and accomplishing plan check, review and processing of plans for private developments, commercial and multi-family projects affecting County roads, stormwater, transportation, and traffic engineering activities to ensure applicable criteria has been met and the proposed design

- characteristics are compatible with the County's infrastructure and long term plans.
- Communicates with developers, engineers, architects, various county departments, personnel, contractors, developers, consultants, property owners, outside agencies and the general public regarding all aspects of projects. Provides information regarding County regulations and standards.
- Formulates, prepares, and/or presents departmental recommendations for conditions of approval for private land development projects such as subdivisions, planned developments, site plan reviews and use permits as they relate to roads, street, water, sewer, drainage and other County infrastructure.
- Prepares and reviews quantity calculations and cost estimates for engineering projects.
- Reviews and coordinates the processing of environmental documents pursuant to National Environmental Protection Act and State requirements.
- Performs other duties as required.

#### Additional Level III Functions:

- Participates in the development and implementation of goals, objectives, policies and procedures for the division and department.
- Responsible for construction phase of development projects to ensure compliance with County land development regulations and project condition of approval; upon completion of improvements, coordinates the formal project acceptance.
- Oversees work of lower level engineers; sets priorities, reviews written reports and work product.
- Recommends, prepares and presents documents for procedural or ordinance changes.
- Accomplishes or provides guidance on plan check review and processing of plans for private developments affecting county streets, drainage, transportation and traffic engineering activities.
- Directs data collection and analysis in the fields of civil engineering, development engineering or traffic/transportation engineering and planning.
- Communicates with various County departments, personnel, contractors, developers, consultants, outside agencies and general public regarding all aspects of projects and provides information regarding County regulations and standards.
- Determines project feasibility based on analysis of data collected and presents recommendations to others.
- Performs economic analysis and value engineering for engineering projects and presents results.
- Reviews private development applications and plans and coordinates to ensure the proposed design characteristics of land development projects are compatible with the County's infrastructure and long term plans.
- Coordinates plan review with other departments/agencies; coordinates the plan checking process to ensure all applicable standards, criteria and codes have been met and ensures appropriate are maintained.
- Oversees the preparation and review of quantity calculations and cost estimates for engineering projects.
- Responsible for analyzing and assuring road, drainage, capital improvements and construction studies, plans, and designs conform to County criteria.
- Responsible for the preparation of staff reports and agendas for various boards and commissions.
- Reviews and coordinates the processing of environmental documents pursuant to National Environmental Protection Act and State requirements.

#### **MINIMUM QUALIFICATIONS:**

- Bachelor's degree in Engineering from an accredited college or university

required. Major study in Civil Engineering preferred.

- Minimum six (6) years professional engineering experience, including two (2) years of supervisory or project management experience required.
- Knowledge of principles and practices of engineering and administration as applied to the design and methods, materials, techniques, planning and construction and development projects.
- Knowledge of principles, practices, methods and techniques of land surveying.
- Knowledge of plan checking methods and the ability to exercise sound independent judgment within established guidelines.
- Knowledge of current development in legislation, literature, sources of information relative to public works, engineering and development issues.
- Ability to read, analyze, and interpret technical procedures, planning and zoning regulations, Federal, State, County and other local regulations.
- Ability to apply principles of logical and scientific thinking to define problems, collect data, establish facts and draw valid conclusions.
- Ability to analyze and interpret reports, maps, drawings, construction plans, test data, aerial photographs and other topographical and geological data.
- Ability to adapt to change and new information, including adapting behavior and work methods in response to changing conditions or unexpected obstacles.
- Ability to establish and maintain effective working relationships with co-workers, County staff, contractors and the general public.
- Ability to communicate effectively verbally and in writing; ability to make formal presentations to groups or individuals.
- Proficiency in Microsoft Office Suite. Experience with MS Project, CAD, GIS and the ability to quickly learn other software systems preferred. Computer aided drafting skills desired.
- An equivalent combination of related education and experience may be substituted for the education and experience requirements above.
- Must pass conditional post offer background investigation, drug screen and motor vehicle record check.

#### Requirements to qualify as an Engineer III:

- Minimum eight (8) years progressive civil engineering experience, including three (3) years leadership experience of professional staff required.
- Ability to apply statistical techniques such as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory and factor analysis as necessary.
- Ability to define problems, collect data, establish facts and draw valid conclusions. Ability to interpret an extensive variety of technical information, with abstract and concrete variables, in mathematical or diagram form.

#### **LICENSES/CERTIFICATES:**

- Professional Engineer's (PE) License required; possession of Colorado PE within six (6) months after appointment required.
- Must possess and maintain a valid Colorado Driver's license.

**This job announcement is not intended to be inclusive of all functions, responsibilities and qualifications associated with the position, however, representative of the essential job functions and typical criteria considered necessary to successfully perform the position.**

APPLICATIONS MUST BE FILED ONLINE. For inquiries please call: 719-520-7401.

Each applicant is considered only for the current vacancy indicated on your application. It is the responsibility of the applicant to monitor any future openings and to submit a separate application for each position. **Incomplete applications will not be considered.** Any new employee and rehires must provide documentation of authorization to work as required by the Immigration Reform and Control Act of 1986 (PL99-603).

## **EL PASO COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER**

### **WORK CONDITIONS:**

Work is performed primarily in an office setting. Some field work is required in the inspection of various land use developments, construction sites or public works facilities.

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### **Engineer II/III Supplemental Questionnaire**

- \* 1. Do you have a Bachelor's degree or higher from an accredited college or university with major study in Civil Engineering or a related engineering field?  
☐Yes   ☐No
  
- \* 2. If your major field of study was not Civil Engineering, please list the related field of study.
  
- \* 3. Do you have a minimum of six (6) years professional engineering experience, including two (2) years of supervisory or project management?  
☐Yes   ☐No
  
- \* 4. Do you have a Professional Engineer's (PE) License?  
☐Yes   ☐No
  
- \* Required Question