

Waller County Engineer

Job Description

JOB SUMMARY: Responsible for the implementation of policies directed by the Commissioners Court related to the engineering needs of the County. This position is responsible for providing engineering recommendations to the Commissioners Court for all road improvements, right of way needs, county road planning, and floodplain projects. This position will oversee the day to day operations of the road and bridge staff, will assist the Court in finalizing development agreements, and will provide quarterly reports to the Court regarding the status of projects undertaken by the department. The County Engineer is responsible for County compliance with state, federal, and local regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Responsible for the day to day management of all employees assigned to the department; responsible for the hiring, firing, and evaluation of all employees assigned to the department.
- Acts as county floodplain administrator.
- Directs the development and maintenance of complex long-range plans related to subdivision development, transportation needs, and infrastructure improvements.
- Reviews all civil engineering documents, developments agreements and other plans, providing recommendations and/or approval based off of county standards and regulations.
- Provides estimates to Commissioner's Court on mobility and drainage projects.
- Assesses county roads, bridges, and drainage systems, providing recommendations to the Commissioner's Court on any maintenance, upgrade or replacement needs.
- Ensures all roads are cleared of any debris at all times.
- Coordinates with each member of Commissioner's Court to ensure all precinct and county-wide needs are met.
- Manages all voter-approved bond projects, working with engineering team(s) to complete the design and construction of all bond projects.
- Assists the Commissioner's Court and staff on development agreement review, providing input on engineering needs in all prospective communities.
- Responds to citizen complaints and inquiries, investigating (or assigning staff to investigate) any complaints brought forth regarding county roads and drainage facilities.
- Manages and maintains annual budget, coordinating with County Judge and Auditor on any and all budgetary needs.
- Provides Commissioner's Court with annual schedule of all roadway projects, as well as updates on annual schedule, with budgetary and time to completion information included.
- Coordinates with assigned engineers (or firms) on the preparation and/or approval of plans for construction and maintenance projects.
- Assists in emergency management operations.
- Performs any and all duties as assigned by Commissioner's Court

REQUIRED EDUCATION AND EXPERIENCE

- Bachelor's Degree in Civil Engineering or related field, plus five years' experience as either a county/city engineer (or deputy) or in private sector civil management. Must have an understanding of hydraulics and hydrology.

CERTIFICATES AND LICENSES

- P.E. Certification

PAY

- Between \$150,000 and \$180,000 DOQ

THIS POSITION IS FLSA OVERTIME EXEMPT

WALLER COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER.

NOT ALL APPLICANTS WILL BE CONTACTED OR INTERVIEWED.