

DEPARTMENT: PUBLIC WORKS **FLSA Status:** Exempt/Professional 1/4/2010
CLASSIFICATION: NON-COMPETITIVE
APPROVED: FEBRUARY 12, 2018

DEPUTY COMMISSIONER OF PUBLIC WORKS - ENGINEERING

DISTINGUISHING FEATURES OF THE CLASS: This is a professional engineering position involving work of high caliber. The incumbent performs responsible and difficult engineering work at the professional level in the design, investigation, control, maintenance, construction and operation of engineering projects. The incumbent exercises independent judgment based on the knowledge of both theory and practice and the position entails considerable responsibility. The work involves the supervision of varying numbers of professional and non-professional employees, when assigned, by laying out tasks, giving instructions as to required procedures, and making checks on the completion of work as are necessary to insure proper performance. Major technical problems are discussed with the Commissioner, County Manager and/or county committees assigned before taking action. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Originates and designs buildings construction programs for the county;
2. Coordinates engineering studies with federal, state and other agencies;
3. Directs and investigates planning and layout of various engineering projects, including the preparation of conceptual designs and preliminary estimates;
4. Oversees the County Bridge and Culvert program;
5. Manages the Locally Administered Federal Aid Program for Highway and Bridge.
6. Interprets federal guidelines and requirements as related to transportation projects to confirm procedures and information necessary to satisfy federal agencies;
7. Assigns and supervises field and office work of subordinates;
8. Reviews planned alterations and construction for structural safety and design;
9. Oversees the preparation of estimates, plans, profiles and specifications;
10. Manages the procurement of professional consultants;
11. Works as liaison with outside engineers, architects, etc. for the county;
12. Directs the inspection of major construction projects;
13. Supervises the preparation of right-of-way acquisition maps;
14. Prepares Environmental Impact Statements relative to projects and deals directly with environmental agency professional staff on permit requirements;
15. Prepares reports on activities to County Manager and committees when assigned.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the principles and practices of civil engineering and the sources of engineering information; thorough knowledge of modern methods and techniques as applied to building construction; good knowledge of Locally Administered Federal Aid processes; good knowledge of New York State Department of Transportation standards, specifications and procedures; skill in conducting engineering research work and in writing technical reports of such studies; ability to organize, plan, and layout working details of engineering projects; ability to manage professional and non-professional staff and obtain the cooperation and support of others; initiative and resourcefulness in the solution of engineering problems; tact; mental alertness; industry; physical condition commensurate with the demands of the position.

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DEPUTY COMMISSIONER OF PUBLIC WORKS - ENGINEERING CONTINUED

MINIMUM QUALIFICATIONS: Candidates must meet one of the following qualifications:

1. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's Degree in mechanical, civil, or electrical engineering **AND** four (4) years of full-time paid experience in the engineering field, two (2) of which must have been responsible engineering management experience. Two (2) years of experience must have involved highway and/or bridge engineering; **OR**
2. Six (6) years of full-time paid experience in the engineering field, three (3) of which must have been responsible engineering management experience. Three (3) years of experience must have involved highway and/or bridge engineering.

SPECIAL NOTE:

Possession of a professional engineering license is required by the Niagara County Administrative Code adopted by Resolution No. 471-76.