

## DIRECTOR OF ENGINEERING

DISTINGUISHING FEATURES OF THE CLASS: This is highly responsible work involving the administration and supervision of the engineering division, as well as road and bridge maintenance activities, and capital projects of the Cattaraugus County Department of Public Works. There are over four hundred (400) miles of County roads and two hundred sixty-two (262) bridges. Supervision is exercised over the Operations Manager, Bridge Construction Supervisor, Engineers, and other personnel in the engineering department, and traffic sign department. The work is carried out under the administrative direction of the Commissioner of Public Works. A Director of Engineering does related work as required.

### TYPICAL WORK ACTIVITIES:

- Prepares and plans specifications for a variety of projects such as: road and bridge construction, drainage systems, waterways, and waste disposal projects;
- Analyzes and prepares proposed budgetary needs, maintenance needs and schedule, and oversees and coordinates overall construction and maintenance schedules;
- Evaluates consultant proposals, negotiates revisions, and makes recommendations for final agreement;
- Reviews construction projects to ensure conformance with plans and specifications;
- Evaluates contractor proposals, negotiates revisions, and participates in securing final approval;
- Develops and oversees the implementation of research projects and field surveys;
- Prepares alterations and modifications for new and existing roadways to improve road conditions and traffic flow;
- Prepares recommendations and submits proposals to Commissioner of Public Works for consideration and review;
- Assists in the maintenance of a waste management program;
- Reviews plans for conformance with applicable federal, state, and local codes and regulations;
- May prepare reports and make presentations to the Cattaraugus County Legislature and to the Public;
- May participate with consultants, engineers, and others in regard to capital projects involving other County departments.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Comprehensive knowledge of the principles and practices of engineering; comprehensive knowledge of construction procedures including design, specification writing, inspections, and surveys; thorough knowledge of the codes, laws, rules, regulations, and procedures governing engineering design and construction; working knowledge of the tools, terminology, and materials used in the construction of roads, bridges, waterways, buildings, and sanitary landfills; ability to plan, organize, and supervise the work of others; ability to prepare plans and specifications; ability to communicate well, both orally, and in writing; physical condition commensurate to the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered college or university with a baccalaureate degree in engineering and four years practical engineering experience, and possession of a license and current registration issued by the New York State Education Department to practice as a professional engineer.

NOTE: In lieu of the degree and experience requirements, twelve years of practical experience in work satisfactory to the State board of engineering and land surveying may be accepted, provided that each full year of college study in engineering satisfactory to the education department may, at the discretion of the board, be accepted in lieu of two years of the required twelve years of experience. Education above the baccalaureate level may also be applied in lieu of the four years of post baccalaureate engineering experience in discretion of the board.

## CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Revised: