



Position Title: Design Engineer **Civil Service:** Classified
Position(s) Supervised: Construction Observers
Agency Unit: County Engineer Office **Reports to:** Chief Deputy Engineer
Employment Status: Full-Time; Non-Bargaining **FLSA Status:** Exempt
Starting Salary Range (Based on Experience): Salary Range \$85,000-\$110,000 yearly

Position Objective

The primary objective of this position, in the Engineering Department, is to perform a variety of professional civil engineering and surveying tasks in the field and office related primarily to subdivision construction, drainage problems, building site development, GPS and GIS, roadway design, storm water management and other related work. The incumbent in this position works under the general supervision of the County Engineer, Chief Deputy Engineer or their designee.

Essential Functions

Performs professional civil engineering tasks. Reviews proposed subdivision and building site plans submitted by developers to determine compliance with applicable standards, regulations, specifications, and requirements and ensure the adequacy of drainage, roadways, grades, etc. Performs field inspections of topography, grading, ditching, road construction, etc., as necessary. Monitors subdivision construction and development activities as necessary. Approves and disapproves site and grading plans for new subdivisions or recommends same.

Receives, investigates and responds to complaints from property owners regarding roadway drainage/other drainage and subdivision issues.

Confers with builders, developers, private engineers, insurance agents and general public to provide information, facilitate the general construction approval process, respond to inquiries, and resolve problems.

Works closely with the Planning Commission, inspectors, contractors, salesmen, township officials, engineering personnel, and other staff members as necessary to perform the duties of the position. Participates, as a representative of the department in pre-construction conferences and other meetings as necessary to perform the duties of the position. Responds to complaints from the public.

Performs engineering designs, prepares plans, review, and inspect for roads, bridges, retaining walls, storm sewers, and other related civil engineering projects.

Monitors and tracks projects from planning through completion to ensure compliance with plans, specifications and other requirements. Evaluates and

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approves or recommends approval of change orders. Travels and inspects county roads, bridges, job sites and work completed or in process to ensure compliance with plans, specifications, accepted construction standards and identify existing or potential problems and priorities.

Operates computer, calculator, vehicle, survey equipment such as transit, level, tape measure, pin locator, total station, etc., and other office equipment necessary to perform the duties of the position.

Performs field surveys and compiles, interprets, analyzes survey data used in construction, mapping and related engineering and survey projects. Researches and interprets federal and local environmental design and construction regulations. Reviews and/or prepares technical reports and documents.

Attends meetings as directed and performs a variety of other duties as needed to assist the County Engineer in carrying out the functions, duties and responsibilities of his/her office.

Job Requirements

B.S. degree in Civil Engineering, Construction Engineering, or Construction Management. **MUST HAVE your Professional Engineer (PE) License.** Knowledge of and ability and willingness to conform to work practices, policies, procedures and directives. Ability to understand and follow oral and written instructions. Knowledge of and experience in applying civil engineering, etc. Knowledge of and ability to apply County Engineer Department and other relevant federal, state and local policies, procedures, practices, rules, regulations or guidelines pertaining to design construction and development. Experience and skill in applying survey principles, methods, techniques, procedures, tools, equipment and instruments. Ability to perceive spatially and interpret blueprints, sketches, drawings and technical data. Ability to complete and/or ensure the work is completed to desired quality, quantity and timeliness standards. Ability to work well with others and maintain effective working relationships with individuals within and outside the Department and represent the Department in a professional manner. Ability to effectively resolve problems and disputes. Ability to work independently and exercise initiative. Ability to communicate effectively and make sound judgments and decisions. Possession of a valid State of Ohio motor vehicle operator's license, a good driving record, and insurability. Ability to supervise others.

Physical Effort and Working Conditions

The work of this position is performed primarily in a standard office setting although there is occasional exposure to extremes in temperatures and/or weather conditions. However, other unfavorable health and safety factors are

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generally not present. The position required very limited physical exertion and abilities. Incumbents, however, must be able to stand, walk, bend/stoop, reach, manipulate, push/pull and carry. Normal vision and hearing acuity is required for safety and work-related reasons due to the fact that the incumbent must visually inspect projects and documents, operate and work in close proximity to motorized vehicles and must converse with others to carry out job duties.

***** Nothing in this job description restricts the Lake County Engineer or Executive Management's right to assign or reassign duties and responsibilities to this job at any time.***