



MACOMB COUNTY
invites applications for the position of:

Engineer I

An Equal Opportunity Employer

SALARY: \$50,226.32 - \$66,968.42 Annually

OPENING DATE: 06/11/18

CLOSING DATE: 06/22/18 05:00 PM

CLASSIFICATION DETAILS:

DEPARTMENT: Public Works Commissioner

HIRING AUTHORITY: Public Works Commissioner

F.L.S.A. STATUS: Non-exempt

EMPLOYMENT RELATIONSHIP: Just cause subject to probationary period.

CURRENT HOURS AND STARTING TIME: Full-time position (37.5 hours per week). The starting time for this position is currently 8:30 a.m.

JOB SUMMARY:

The employee in this classification, under the direction of an assigned supervisor, reviews plans and specifications for county drains, sanitary sewers and water supply systems; prepares drain contracts and developer agreements on petitions for drain improvements; reviews and issues permit applications for drain taps and drain crossings; maintains engineering plan files and utilizes GIS mapping; responds to inquiries, complaints and requests for information; provides back-up supervision in the soil erosion control permit office; performs related duties as assigned.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

Reviews drainage plans for residential, commercial and industrial projects.

Prepares project-based review letters as part of the approval process.

Reviews permit applications for drain taps and drain crossings.

Assists in the preparation of contracts and developer agreements as well as the management of construction projects.

Responds to inquiries, complaints and requests for information from the public, staff, consulting engineers, contractors, developers, governmental agencies and other parties.

Performs technical computations regarding drainage areas, storm water run-off, grades, elevations and sizing of drains.

Performs field work such as preliminary surveying, inspections, setting grades, staking boundaries and reporting field conditions to supervisors.

Maintains engineering plan files, utilizes GIS mapping for drain related information and researches archived plans as necessary.

Reviews and approves as-built drawings.

Reviews and approves drain easements for recordation.

KNOWLEDGE, SKILLS AND ABILITIES:

QUALIFICATIONS (Education and Experience):

REQUIRED:

A Bachelor Degree in Civil Engineering or related field from an accredited college or university.

A minimum of three (3) years of engineering and/or construction experience.

SKILLS AND SPECIFICATIONS:

Knowledge of the principles and practices of civil engineering.

Knowledge of the methods of survey, nomenclature and symbols used in design and construction.

Ability to plan, cost, organize, supervise and evaluate engineering work.

Ability to conduct oneself with tact and courtesy.

Possession of a valid Michigan driver's license and on operable, insured automobile for authorized travel.

Ability to effectively speak, write and understand the English language.

Ability to speak and understand a language other than English is preferred.

Ability to establish and maintain effective working relationships with elected officials, Administrators, Department Heads, staff, union officials and the public.

Ability to conduct oneself with tact and courtesy.

WORKING CONDITIONS/PHYSICAL DEMANDS:

Continuously requires sitting and manual dexterity (e.g. tasks involving fine finger movements such as operating a keyboard, writing, etc.), grasping, hearing, seeing/vision, smelling, speaking, and touching/tactile.

Frequently requires standing and walking/running.

Occasionally requires driving.

May rarely require bending, climbing/working at heights, crawling, digging, kneeling/squatting, leg/foot movement (e.g. to operate machinery), lifting/carrying up to 50 pounds (with or without assistance); pushing/pulling objects away from or toward the body; and reaching.

May be exposed to:

- Biological products (e.g. wastewater, garbage)
- Chemical exposure (e.g. dust, gases, fumes, liquids)
- Confined space
- Congested area
- Dust/smoke/fumes/odors/grease/oil
- Electrical hazards
- Extreme temperatures

Hazardous substances
 Inadequate lighting
 Noise
 Slippery surfaces
 Vibration
 Working around machinery
 Working outside
 Working at heights

General Requirements and/or Disclaimers

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties of personnel so classified.

Complies with P.A. 390, as amended, known as the State's Emergency Management Act and the County's Emergency Management resolution as well as all related plans, policies and procedures covered by these statutes.

Be physically able to perform the essential functions of the position, with or without reasonable accommodation.

The United Auto Workers (UAW) Local 412 - General bargaining unit represents this position. Therefore, there may be contract language which could require consideration in the selection process.

IF YOU WISH TO APPLY FOR THIS POSITION APPLICATIONS
 MUST BE FILED ONLINE AT:
<http://www.macombgov.org>

Job # 18-00260
 ENGINEER I
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OUR OFFICE IS LOCATED AT:
 1 South Main Street
 6th Floor
 Mount Clemens, MI 48043
 586-469-5280
human.resources@macombgov.org

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Engineer I Supplemental Questionnaire

- * 1. The information provided in your application must support your selected answers in the supplemental questions. The information you provide will be verified and documentation may be required. Please be as honest and accurate as possible. You may be asked to demonstrate your knowledge and skills in a work sample or during an interview. By completing this supplemental questionnaire you are attesting that the information you have provided is accurate. Any misstatements, omissions, or falsification of information may eliminate you from consideration or result in dismissal. "See resume" is not an acceptable answer to questions.
- Yes, I understand and agree
 No, I do not agree
- * 2. Which of the following best describes your highest level of education:
- High school diploma or certificate of successful completion of the General Educational Development (GED) Test
 Some college
 Associate Degree in Civil Engineering or related field
 Bachelor's Degree in Civil Engineering or related field
 Master's Degree or higher in Civil Engineering or related field
 None of the above

- * 3. Do you have a minimum of three (3) years of professional engineering experience?
 - Yes
 - No
 - * 4. If you answered "yes" to having a minimum of three (3) years of professional engineering experience, please describe your experience below. If you answered "no", please type: N/A.
 - * 5. Do you possess a Professional Engineer License?
 - Yes
 - No
 - * 6. Do you have previous experience in hydraulics/hydrology?
 - Yes
 - No
 - * 7. If you answered "yes" to having previous experience in hydraulics/hydrology, please describe your experience below. If you answered "no", please type: N/A.
- * Required Question