

J O B N O T I C E

CITY ENGINEER - CONTRACT

Supervisor: City Manager

Supervises: All Department Personnel

Hourly Salary Range \$36.509 to \$58.414 per hour - Based on Qualifications

Under direction of City Manager, serving as City Engineer, plans, organizes, directs, manages all activities and programs of Engineering including development and implementation of City-related capital development, construction projects and contracts through the application of administrative and professional engineering knowledge and skills.

General Duties and Responsibilities: Directs, develops, coordinates, and implements Capital Programs with City Depts., including: planning, organization, and budgeting of Capital Development for City related assets and water, wastewater, and storm water systems. Works cooperatively with various departments in preparation/administration of the annual capital budget and the 10-year Capital Improvement Plan for the City; Administers the cost of service rate study in cooperation with the Chief Financial Officer of the City. Manages department personnel. Provides technical support on construction projects and contracts within the city and utility operations and public services, including quality assurance and compliance with design and specifications. Designs, reviews, and approves projects to extend city services to new developments and industries. Manages professional service contracts for engineering planning and design, including issuing RFPs, engineer selection and contract award and administration. Provides consultation and advice to other departments within the City on engineering matters. Maintains records on City assets, property and equipment; conducts research on property deeds and easements; manages City computerized mapping and asset management system. Maintains good public relations through courteous and prompt attention to complaints. Attends Commission and civic organization's meetings and reports on departmental activities and programs; serves on boards as requested. Review and approval of subdivisions including preliminary plans, subdivision plats and commercial and residential building permits. Administers and enforces MS4 (Municipal Separate Storm Sewer System) regulations including reporting, inspections, reviews and issuances of violations. Administers streetscape program. Performs other related duties as assigned.

Certification/Licensing Requirements: Must possess a Professional Engineer License with extensive knowledge and experience in Project Management and Utilities.

Availability: Negotiable.

Please submit letter of interest, resume, qualifications and professional references to the Human Resources, P. O. Box 1839, Ashland, KY, 41105-1839, (606) 327-2024.

E-mail – HR Director Sean Murray at smurray@ashlandky.gov

Fax to 606-327-2029

Letters of interest must be RECEIVED BY: TUESDAY, JULY 23, 2019 AT 11:00 A.M.

Equal Opportunity Employer