

Notice of Vacancy Posting
Floyd County, IN

Position: Director of Public Works –County Engineer
Department: Commissioners
Job Category:
Status: Full-time
FLSA Status: Exempt
Reports: Director of Operations
Salary Range: \$70,000-\$85,000

Summary of Job Purpose:

Position serves as Director of Public Works for newly combined County Commissioners Departments of Storm Water and Road Department. Director of Public Works will serve as a front line manager for Public Works and Fleet- Traffic Operations Divisions, primary contact for Bridge Inspection, Utility Coordination, Storm Water Board and Development programs. Will assist Director of Operations regarding overall public infrastructure system and capital projects. Will assist Director of Operations in the development of annual department budget and work plans.

Primary Responsibilities:

- Serve as front line manager for Public Works and Highway overseeing annual work plan for division. Duties also include administrative duties associated with personnel and claims processes
- Serve as primary contact for County Bridge Inspection Program, Utility Coordination Program, Storm Water Board, and Site Plan Reviews
- Coordinate with GIS Director on all required IDEM reporting requirements for MS4 permitting requirements and maintaining compliance with all applicable regulations for program
- Assist in investigation and enforcement for all reported MS4 and County Storm Water ordinances violations
- Coordinate with Director of Operations on development of annual work plan, departmental budgets and budget requests, capital improvement plan, and subdivision development agreements
- Serve as primary contact for public on County construction, proposed development construction and infrastructure maintenance projects including federal-aid project development and implementation
- Develop and oversee road pavement operations and maintenance annual plan including resurfacing, repair, and reconstruction projects
- Investigate, document, and develop recommended remedial engineering actions for public work system such as bridges, roads, storm water and county facilities
- Coordinate inspector on County-related construction, maintenance and development projects including interpreting plans and specifications for contractors, sound engineering judgment to facility necessary changes in work, resolve construction conflicts, coordinate deviations from specific construction procedures to ensure compliance with governing regulations

- Develop and calculate engineering estimates for construction contracts, and County Force work including labor, equipment, and material costs, assist in development of effective project scoping estimates and procedure as appropriate
- Review County projects and inspect assigned work areas to assure proper completion of assigned duties
- Proactively manage the scope, schedule and budget of assigned projects and or processes utilizing computerized scheduling and project management software
- Maintain County inspection and construction records including as-built drawings for infrastructure
- Perform other duties as assigned

Job Requirements

- Licensed Professional Engineer in the State of Indiana
- Excellent communication, organizational, interpersonal and technical skills
- Knowledge of variety of laws, ordinances, and regulations governing roads, bridges, storm water infrastructure construction, environmental impact, traffic flow and related items
- Ability to perform advanced arithmetic calculations required for design and cost estimation work
- Ability to read, interpret and evaluate a wide variety of construction plans
- Ability to legally operate a motor vehicle
- Ability to communication in an effective manner to all stakeholders including but not limited to general public, contractors, other County officials and departments personnel, elected officials, state and federal officials

Please apply via the Floyd County Government Employment Portal at:

<https://www.floydcounty.in.gov/index.php/floyd-county-indiana-employment-opportunities>

Contact about this opportunity is Don Lopp, Director of Operations, Floyd County Government at 812-948-4110