

TITLE **Project Engineer**

CATEGORY Engineering

DESCRIPTION Incumbent is responsible for preparing plans, specifications, and other documents for new water and wastewater design and construction projects.

ESSENTIAL JOB FUNCTIONS:

- Design water and sewer facilities including sanitary sewers, waterlines, force mains, and pump stations.
- Prepare specifications and cost estimates for sanitary sewers, waterlines, force mains, and pump stations.
- Performs review and analysis of land development project consultant construction drawings for acceptable standards for sanitary sewer and water main infrastructure within a team review process.
- Prepares equipment and process research as needed to support the design and construction of water treatment and wastewater treatment facilities.
- Writes engineering reports for proposed and existing facilities.
- Obtains proposals from consultants or contractors for supplemental services.
- Conducts preliminary inspections, field measuring, and data collection.
- Prepares project bid packages and bid evaluations within a team process.
- Reviews shop drawings for compliance to project and department standards.
- Provides technical assistance to Construction Department including site investigations.

NON-ESSENTIAL JOB FUNCTIONS:

Performs other job related duties as assigned.

JOB REQUIREMENTS:

Equipment:

Ability to use the following equipment: automobile, computer, printer, calculator, measuring tape, copier, and plotter.

Critical Skills/Expertise:

- Knowledge of engineering planning, design, and construction.
- Knowledge of Federal, State, and Local laws, codes, ordinances, and design standards.
- Knowledge of surveying.
- Knowledge of computers and related equipment.
- Ability to adapt engineering methods and standards.
- Ability to communicate effectively, both orally and in writing.

DIFFICULTY OF WORK:

Work consists of complex, varied, non-standardized tasks requiring the application of numerous laws, rules, regulations, and procedures.

RESPONSIBILITY:

Supervisor provides detailed and technical instructions when needed, and reviews work regularly. Incumbent makes general decisions regarding work independently. Incumbent is responsible for implementing design schedule and budgets while providing detailed and technical instructions to the Design Technicians. Errors in work could cause a project to be re-designed or equipment failure.

PERSONAL RELATIONSHIPS:

Incumbent has contact with co-workers, employees in the department, public and private sector employees, and the general public. The purpose of these contacts is to coordinate design efforts, permits, operations and maintenance,

PHYSICAL EFFORT AND WORK ENVIRONMENT:**Physical Requirements:**

Incumbent performs sedentary work which may require lifting up to fifty (50) pounds occasionally.

Physical Activity:

Incumbent performs the following physical activities: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing,

pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions.

Visual Activity:

Incumbent performs work where the seeing job is close to the eyes.

Job Location:

Incumbent works inside and outside with occasional exposure to temperatures that range from below 32 degrees to above 100 degrees for periods of more than one hour, noise loud enough to require shouting in order to be heard, vibrations, hazards, atmospheric conditions, and oil, and is sometimes required to wear a respirator.

POSITION REQUIREMENTS Bachelor's Degree in either Engineering, Engineering Technology, or Construction Engineering Technology is required, along with related experience. An Engineer Intern Certificate from the Ohio State Board of Registration for Professional Engineers and Surveyors within 1 year of hire. Must possess a valid Ohio drivers' license and maintain continuing eligibility under the existing County drivers' eligibility standards.

FULL-TIME/PART-TIME Full-Time

SHIFT Days

UNION OR NON-UNION Non-Union

CLASSIFIED OR UNCLASSIFIED Classified

WORKING HOURS 7:30am - 4:00pm / Monday - Friday

SALARY \$27.69 to \$34.52 / Hourly

POSITION Project Engineer

CLOSE DATE

POST INTERNAL DAYS 0

NUMBER OF OPENINGS 1

EXEMPT/NON-EXEMPT Non-Exempt

REQ NUMBER ENG-23-00012

OPEN DATE 12/12/2023

LOCATION Portage County Water Resources Department

EOE STATEMENT Portage County is an Equal Opportunity Employer. Applicants requiring reasonable accommodation with the application and/or interview process, please notify the person from whom you obtained this application. All applicants are considered for positions without regard to race, color, religion, sex, national origin, age, marital status, medical condition or disability, veteran/reserve/national guard status, genetic information or any other legally protected status.

THIS POSITION IS CURRENTLY ACCEPTING APPLICATIONS.

PLEASE APPLY AT THE FOLLOWING LINK.

https://www.appone.com/MainInfoReq.asp?R_ID=5964459&B_ID=83&fid=1&Adid=0&ssbgcolor=17143A&SearchScreenID=21943&CountryID=3&LanguageID=2