

**BELMONT COUNTY ENGINEER'S OFFICE
POSITION VACANCY POSTING**

**THE BELMONT COUNTY ENGINEER IS ACCEPTING APPLICATIONS FOR
FULL TIME POSITION OF PROJECT ENGINEER**

Position Title: Project Engineer Date: March 12, 2021
Hourly Rate: Deadline: March 26, 2021

JOB RESPONSIBILITIES:

Works under the direction of the County Engineer in managing and coordinating departmental office, road and bridge construction projects. Provides technical and engineering advice and assistance to office, road and bridge supervisors, performs other related duties as required.

JOB DESCRIPTION:

Assists County Engineer in managing department road, guardrail, and bridge construction projects. Provides technical and engineering advice and assistance to office, road and bridge supervisors. Resolves project engineering/surveying problems and insures project work is completed according to established department policy, standard operation procedures, State of Ohio codes and standards. Resolves departmental engineering/surveying and project problems in the absence of the County Engineer. Performs records research, engineering design and cost analysis for road, bridge, culvert, and guardrail projects. Submits proposed plan to County Engineer for approval. Inspects new bridges for compliance with approved construction plans and specifications. Inspects and/or assists in the inspection of existing bridges as necessary. Conducts field inspections of proposed subdivisions. Prepares permits for oil and gas drillers, coal, gas, telephone and other utility companies. Performs engineering calculations and cost analysis for resurfacing projects, bridge projects, paint striping, dust control, and other departmental projects. Processes road vacation and/or dedicates and makes appropriate changes onto County Highway Maps. Conducts road views as required and report findings to County Board of Commissioners and County Engineer. Prepares bid for various contracting out road and bridge projects. Attends bid awards representing County Engineer at County Board of Commissioner meeting. Assists and consults with County Engineer on awarding of Bids. Assists in the maintenance and updates of inventory record of all County road signs and culverts consisting of date and location of installation. Conducts traffic counts and speed zone studies on County Highways as required. Provides various engineering and technical information to township officials, other public officials and general public.

QUALIFICATIONS:

Any combination of training and work experience which indicates possession of the skills, knowledge and abilities listed above.

An example of an acceptable qualifications for this position is:

Associates degree in Civil Engineering, Engineer in Training in the State of Ohio, or equivalent.

Individual must possess valid Ohio Driver's License.

Capable of lifting and carrying various field instruments for long periods of time over rough, hilly terrain weighing approximately 60 pounds, maybe exposed to inclement seasonal weather.

Must pass physical examination including Drug and Alcohol Screening.

The Belmont County Engineer is an equal opportunity employer and supports the American with Disabilities Act. Qualified Females and Minorities are encouraged to apply.

Candidates meeting the qualifications and wish to apply may do so by filling out and application and turning the applications with resume into the Engineer's Office.

Belmont County Engineer
101 W. Main Street, Courthouse
St. Clairsville, OH 43950