

JOB NOTICE

Mahaska County is seeking experienced applicants for the position of County Engineer. Interested parties may obtain an application from the Mahaska County Auditor's Office or the county website:

<http://www.mahaskacounty.org>

Please return the completed application and resume to:

Mahaska County Auditor

106 S 1st St Ste. 11

Oskaloosa, IA 52577

The application deadline is 4:30 pm CST on June 24, 2019. Salary and benefits are commensurate with experience. The position requires an Iowa licensed professional engineer.

Essential Functions and other Details of the Job

- Plans, coordinates, assigns and supervises all engineering and construction work performed by the county secondary road system.
- Sets department policies and procedures so employees can properly complete department tasks.
- Prepares budget documents for the Board of Supervisors and IDOT.
- Prepares and implements the department's construction program. A five year construction program is required by Iowa Code.
- Prepares and lets contract documents for road improvements.
- Construction design.
- Establish and maintain an effective working relationship with department personnel, other government agencies, other county departments, contractors and the public.
- Present ideas effectively in formal and informal situations.
- Convey thoughts clearly and concisely.
- Listen well and answer questions from the public and business associates in a timely and professional manner.
- Communicate well in writing.
- Keep supervisors and others informed by sharing complete and accurate information in a timely and professional manner.
- Provide leadership and guidance to the Secondary Road Department including regular reviews of performance for management and supervisory staff.
- Ensure that management and supervisory staff are in compliance with all Mahaska County policies and procedures.
- Serves on various boards and commissions to make policy for various programs.
- Serves on statewide committees and attends IDOT meetings.

Mahaska County is an equal opportunity employer.