



Full-time Opening

Position: Town Engineer

Department: Public Services

Salary: Salary Range \$50,000 - \$60,000 (based on Education & Experience)

Work Schedule: Monday-Friday (8:00AM-5:00PM)

Closing Date: Friday April 4, 2015 5:00 PM

General Statement of Duties

Performs professional engineering duties in service as Town Engineer in a variety of municipal and utility functions.

Job Features

Employee in this class will serve as the engineer for Town utility, development and operational needs, including construction and development, project, design, plan review, contract administration; utility system administration and oversight, including applicable permitting; and other engineer duties. Work is completed via a multitude of media, but predominately through an assigned PC. Work is accomplished by completing required Town engineering tasks that vary in time and complexity. Work does require accuracy and the meticulous compiling of various records, reports, and permits. Occasional public contact is required, as is the infrequent opportunity to report to the Town Board, Town Leadership Team, or other public meeting requiring Town Engineer opinion.

Work inside and outside, in various kinds of weather and extreme temperatures. Work is performed independently with minimal direction and oversight from the Public Services Director, and is evaluated based on the completion of and effectiveness as Town Engineer. Position performs additional related duties as assigned.

Knowledge, Skills, and Abilities

Employee must possess considerable knowledge in current engineering principles, construction, utilities, contract management, etc. Must be proficient in engineering related computer programs, such as: Office, Arc/GIS, CAD, etc. Must be able to effectively work independently, with others, and with large groups. Must be flexible to adapt to the evolving needs of a municipal engineer and able to autonomously solve problems as they arise.



Physical Requirements

Must be able to physically perform basic functions such as stooping, kneeling, crouching, crawling, reaching, standing, walking for long periods of time, pulling, lifting up to 50 pounds, able to exert force frequently up to 20 pounds. Must possess the visual acuity to operate a computer terminal, read data and figures, and legally operate motor vehicle.

Education and Experience

Requires a Bachelor's degree or education and training equivalent to four years of college education in civil or environmental engineering, or a related field. Requires a minimum of six years experience in municipal or roadway engineer, public works, and/or water or environmental resources management, or any combination of experience and education accruing at least ten years of professional exposure in municipal public works operations.

Special Requirements

Must possess a valid North Carolina driver's license, or the ability to obtain within six months. Must be registered as a Professional Engineer in North Carolina, or the ability to acquire registration within six months of hire.

Link to employment application: <http://www.waynesvillenc.gov/human-resources>

Applications can be completed at the Haywood County Employment Security Commission or delivered via the following:

Mail: Waynesville Human Resources
 PO Box 100
 Waynesville, NC 28786

Email: David Foster, Public Services Director at: dfoster@waynesvillenc.gov

Hand Deliveries: Waynesville Public Services (attention David Foster)
 129 Legion Drive
 Waynesville, NC
