



**NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS
COMPETITIVE JOB OPPORTUNITY**

Job Description: Deputy Commissioner of Civil Engineering and Construction

Unit: Engineering

**Department of Public Works
Human Resources Unit
1194 Prospect Avenue
Westbury, New York 11590**

RESIDENCY REQUIREMENTS

Must have resided in Nassau County for one year prior to date of posting.

GENERAL STATEMENT OF DUTIES

Performs professional engineering duties, including planning, design, and construction management related to all County civil and site infrastructure including but not limited to roads, bridges, drainage.

COMPLEXITY OF DUTIES

Duties require planning, organizing, and directing the activities of supervisory subordinates engaged in performing civil engineering and construction management work.

TYPICAL DUTIES

- * 1. Consults with engineers, architects, and administrative officials pertaining to highway construction or bridge construction.
 2. Supervises the preparation of correspondence relating to contracts for construction, complaints, dealings with other municipalities, and other related matters.
 - * 3. Supervises all engineering, technical, and clerical personnel within the division, and all the work that requires consultation with other divisions of the department and other governmental agencies.
 - * 4. Conducts periodic and final inspections of all construction projects under the jurisdiction of the division, and approves all final payments of contracts, both personal service and construction contracts.
 - * 5. Supervises and coordinates with consulting engineers under contract with County, and reviews their plans and specifications.
 6. Consults with County Attorney's Office on all pertinent matters affecting the division, and provides professional engineering testimony in litigation actions against County.
 7. Supervises the preparation of statistical and special reports pertinent to the operations of the division.
 8. Assumes responsibility for fiscal control of engineering projects under construction.
 - * 9. Supervises the design and drafting of all pipes, culverts, roads, dams, bridges, manholes, catch basins, sluice gates, tides gates, and other design structures.
 - * 10. Supervises the design and drafting of street grades and highway drainage structures, retaining wall slabs, bulkheads, and other detail design structures.
 11. Supervises the preparation of documents in compliance to the County's Procurement Policy.
- *ADA ESSENTIAL FUNCTIONS

NECESSARY SPECIAL REQUIREMENTS

Possession of a Professional Engineer's license issued by the State of New York

- 12 years supervisory experience
- Considerable knowledge and Experience with Civil & Environmental Engineering & Environmental (CEES) and Equitable Business Opportunities (EBO) programs, Manual for Uniform Record Keeping (MURK), Local Projects Manual (LPM) and federal aid guidelines and procedures.
- Considerable knowledge and Experience with Experience dealing with Federal Highway Administration (FHWA), other local municipalities and utilities.
- Considerable knowledge and Experience with Manual on Uniform Traffic Control Devices (MUTCD), American Association of State Highway and Transportation Officials(AASHTO), Americans with Disabilities Act (ADA) standards and Occupational Safety & Health Administration (OSHA) regulations
- Considerable knowledge and Experience with alternative funding programs including Transportation Improvement Program (TIP), Consolidated Local Street **and** Highway Improvement Program (CHIPS), Extreme Winter Recovery(EWR), Pave NY, Bridge NY, Community Block Grant (CDBG) and Marcielli.

For consideration, please send resume and cover letter to: jobs@nassaucountyny.gov, with "DCCEC" on subject line.

EOE/MFDV

PERSONNEL CHOSEN FOR MERIT AND FITNESS WITHOUT REGARD TO RACE, RELIGION, SEX, AGE, NATIONAL ORIGIN, DISABILITY, MARITAL STATUS OR ANY OTHER NON-MERIT FACTOR.