

ENGINEERING INSPECTOR

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this position inspects the county road system to ensure all authorized construction work on or within a county right of way is performed in accordance with sound engineering practices and meets specifications. The incumbent also inspects county roads and bridges, investigates complaints and recommends maintenance to ensure safe traveling conditions. Supervision may be exercised over road maintenance crews. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Inspects construction work performed as a result of Road Opening Permits, building applications or on a right-of-way along County roads to ensure adherence to project specifications, construction standards and permit requirements;

Reviews permit applications and recommends changes, additions and conditions necessary for approval;

Reviews drawings and specifications for permits and interprets same to contractors, road maintenance crews, municipal officials, utilities, etc., to ensure that work performed meets standards;

Inspects the County Road System to determine maintenance needs, recommends priorities, and provides data for inclusion in the annual road maintenance budget;

Maintains records of road permits and building applications and approves satisfactory completion of projects to refund deposits;

Maintains records of work in progress;

Investigates complaints regarding conditions on county roads and makes recommendations for appropriate action, including immediate repair;

Assists in planning, directing, and organizing the work activities of crews engaged in road maintenance;

Performs supervisory, administrative and engineering tasks as assigned;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail, and database software in performing work assignments;

May perform other incidental tasks, as needed.

FULL PERFORMANCE SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of materials and methods associated with road construction work; knowledge of state laws governing such construction and installation; ability to tactfully direct the activities of contractors into conformance with county practices and requirements; ability to make sketches and simple engineering computations; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position;

FULL PERFORMANCE SKILLS, ABILITIES AND ATTRIBUTES: (Cont'd.)

ability to use computer applications such as spreadsheets, word processing, e-mail and database software; resourcefulness; initiative; and imagination in meeting new and unusual problems; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: High school or equivalency diploma and either: (a) six years of experience where the primary function of the position was in highway construction or engineering which involved highways; or (b) completion of a two year post high school or trade school course* in civil engineering and/or construction technology and four years of experience as stated in (a); or (c) a satisfactory equivalent combination of training and experience as defined in the limits of (a) and (b).

SPECIAL REQUIREMENT: Possession of a New York State Drivers license at time of appointment.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Department of Education as a post-secondary, degree-granting institution.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.

West. Co.
J.C.: Competitive
DRC3

Job Class Code: C0459
Job Group: IX