

Class Concept

This is managerial and advanced professional work in directing an engineering oriented multi- functional department, Positions plan, evaluate, establish, and monitor department programs, goals, budgets, and manpower requirements, and review the most complex, controversial or advanced work of their department. Work includes functioning as the top technical expert in their area, coordinating work with other departments, and oftentimes having extensive contact with federal agencies, local municipalities, the news media, other state agencies and the general public. Specific areas of responsibility may include overseeing and directing the signals management and traffic studies functions; directing statewide traffic engineering technical consultants in making special field investigations on high accident or problem locations; providing traffic engineering plans, specifications, and estimates for signing, signals, and geometrics, and traffic control projects; directing, administering, and presenting special project budgets; and reviewing and approving contract agreements with private engineering consultants. Positions may also supervise developing, implementing, monitoring, interpreting, modifying and updating all policies relating to the administration of contract construction projects; negotiating and giving final approval to extra, altered or changed work, contract time extensions, and price additions or reductions; supervising the analyses and development of plans and specifications for surface drainage features and controls; or the responsibility for roadway maintenance appropriations and junkyard control, weigh station maintenance and other related maintenance management functions. Positions may determine the scope of projects and assign projects based on available manpower, schedules, and type of work; monitor and review projects to ensure they are on schedule; chair or participate in a variety of committees and special task forces; research and evaluate new methods, techniques, and materials; and develop and set department policy and standards for quality and quantity of work.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of the principles and practices of civil engineering, construction and maintenance methods, and materials & equipment.
- Ability to understand, explain and administer contracts;
- Ability to interpret plans, provisions, and specifications;
- Ability to develop and/or interpret policies, procedures, regulations, and laws;
- Ability to prepare documents that are legally sound;
- Ability to plan, coordinate, manage and supervise the work of positions; and communicate effectively both orally and in writing.

Minimum Education and Experience

Bachelor's degree in engineering from an appropriately accredited institution and a minimum of seven years progressive engineering experience including four years of supervisory experience or an equivalent combination of education and experience.

Necessary Special Qualifications

May require registration as a professional engineer by the North Carolina Board of Examiners for Engineers and Surveyors.