



City of Decatur

201 East Walnut ~ P.O. Box 1299 ~ Decatur, Texas 76234
TEL: 940-393-0205 ~ FAX: 940-627-1341 ~ Website: www.decaturtx.org
Contact: Mary Ann Henline mhenline@decaturtx.org

JOB VACANCY POSTING **Public Works Director/City Engineer**

Posting No: 14-011

Posting Dates: **Open Date:** 08/08/14 **Close Date:** Until Filled

Brief Description of the Job:

Under the general direction of the City Manager, manage and direct the staff, resources, projects, activities pertaining to the development, engineering, construction, and maintenance of City facilities, drainage, streets, parks, inspection, water and sewer production and distribution. Work involves planning prioritizing, scheduling, and budgeting capital improvement and public works projects; managing the resources and staff engaged in project operations; coordinating with other agencies, property owners, contractors, etc. and responding to issues raised by the general public. Work requires managing the design, constructions, costs and future maintenance requirements of Public Works engineering.

Education and Experience Requirements:

Work requires broad knowledge in professional engineering. Knowledge is normally acquired through four years of college resulting in a Bachelor's degree or equivalent. Licensed Professional Engineer in Texas or ability to obtain Texas registration within 6 months preferred. Valid Texas Driver License. Six years experience is required. Minimum of five (5) years as a practicing Professional Engineer with a minimum of two (2) years in the capacity of a Municipal Engineer. Supervisory experience required.

Essential Functions:

- Reviews construction documents by ensuring proposed public infrastructure and physical private structures meet City standards and regulations, ensuring that documents submitted by developers or engineers are in accordance with good engineering design, writing agreements between the City and developers, and handling construction related issues.
- Performs engineering analysis for other City departments, the City Manager and the public by providing engineering expertise, mathematical knowledge and technical direction, providing the City Council with technical background information, and performing engineering studies.
- Designs and manages in-house reconstruction and rehabilitation projects by designing water mains, sanitary sewer mains, storm drainage systems and streets, handling the legal requirements of these projects, writing and modifying the contracts to be used for construction, and handling field conflicts, deviations from plans, contractor invoices and proposed change orders.
- Supervises public works.
- Updates the City standards and regulations by keeping abreast of changes in the laws and new technologies.
- Acts as the City Floodplain Administrator by meeting with the public, administrators and other departments and making interpretations on the required level of flood protection necessary for structures located within flood hazard areas.

FLSA: Exempt **Hours:** Full-time, M-F 8:00 a.m.-5:00 p.m. (may vary) **Salary Range:** \$75,000-\$95,000

NOTE: To be considered for this position, you must complete and submit a City of Decatur Employment Application between the job posting dates.

The City of Decatur does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

AN EQUAL OPPORTUNITY EMPLOYER