

McDonough County County Engineer

Overview

McDonough County is seeking a highly motivated, collaborative individual to fill the position of County Engineer. This position will perform all services and acts reasonably necessary to fulfill the duties and responsibilities of the County Engineer as described in the Illinois Highway Code (605 ILCS 5).

McDonough County has approximately 180 miles of County Highways, 822 miles of Township Highway miles, 37 County Structures and 121 Township Structures.

Essential Duties and Responsibilities

- Act for County in all matters relating to the supervision of the constructing and maintenance of any highway constructed or maintained in whole or in part at the expense of the County.
- Prepare or cause to prepare all plans, specifications and estimates of costs needed in order to comply with the provisions of the Illinois Compiled statutes.
- Present, petitions, resolutions and agreements and budgets to the County board for approval.
- Advise and direct 17 township highway commissioners as to the best methods of construction, repair or maintenance of township highways and structures.
- Manage the budgeting and financial management of the County Motor Fuel Tax program, the County Motor Fuel Tax program, the Township Bridge Program, Federal Road and Bridge Programs and locally funded programs.
- Act as the Plat Officer for McDonough County.
- Address all applicable questions and findings from audits of the highway Department financial fund accounting and book keeping, township bridge program and federal funded programs.
- Perform all requirements of the National Bridge Inspection Program manager.
- Generate and submit yearly capital program to the Road and Bridge Committee and IDOT.
- Supervise the construction and maintenance of all McDonough County Highways.
- Keep and maintain adequate records and books of all recipients, contracts, purchases of materials, machinery or apparatus.
- Supervise a staff of 3 non union employees and 6 Teamster employees. Including contract negotiations and administering the teamster contract and county personnel code.
- Perform other lawful duties as may be prescribed by law or as may be required by or directed by the McDonough County Board.
- Maintain all qualifications, certificates and/or licenses as are necessary to fulfill the duties and receive any and all additional training or education as is required.

Minimum Qualifications

Candidates shall meet the minimum qualifications of 605 ILCS 5/5-201 and shall in addition:

- Have current registration as a Licensed Professional Engineer in the State of Illinois
- Have at least eight (8) years of significant practical, progressively responsible experience in civil highway and bridge engineering including:
 - Phase I & II design engineering of highways and bridges
 - Phase III construction engineering of highways and bridges
 - Drainage analyses and evaluations
 - Construction and maintenance
 - Three (3) years' experience supervising staff and managing engineering functions
 - Familiar with NBIS practices
- Have proficient computer and technology skills in word processing, spreadsheet, database, e-mail and internet research
- Have familiarity with budgeting, accounting and bookkeeping
- Have a valid driver's license
- Receive a satisfactory grade on the examination for the position of County Engineer as administered by the Illinois Department of Transportation.
- Have strong writing and oral communication skills
- Have the ability to work with a wide variety of public and private stakeholders

Benefits

Eligible to participate in the County Medical and Dental Insurance Plan
Illinois Municipal Retirement Fund (IMRF)
Paid Holidays, Vacation, sick, and Personal Days

McDonough County is committed to nondiscrimination in hiring, promotion, discharge, pay, fringe benefits and other aspects of employment on the basis of race, color, religion, sex, disability, age, national origin, veterans' status, sexual orientation, gender identity, genetic information or ancestry.

Submit Cover letter, resume and references to

Attention
Scott Schwerer