



Linn County Road Department

*Providing safe and efficient transportation to
citizens and visitors of Linn County.*

JOB ANNOUNCEMENT # 25-03

CLASSIFICATION TITLE OF THE JOB: CIVIL ENGINEER

CLASSIFICATION CATEGORY: MANAGEMENT/EXEMPT

CLASSIFICATION # 275/276

Full-time position working in the Engineering Division of the Linn County Road Department

ESSENTIAL FUNCTIONS OF THE JOB: Perform the following essential functions and related duties:

- Perform professional engineering work in the planning, design, construction, and maintenance of public works and related projects; such as road and bridge design and construction, traffic design, drainage facilities or related work
- Preparation and review of project plans, specifications, cost estimates and contract documents for public works projects
- Prepare progress reports, field notes, engineering studies and maintain records
- Coordinate assigned activities with consultants, engineers, contractors and other outside agencies
- Review contractor submittals and coordinate contract conflicts or changes
- Plan and perform field inspections
- Review and evaluate project compliance with project plan, specifications, and applicable local, state and federal laws and regulations
- Assist with right-of-way duties, including cooperation and coordination with utilities
- Other duties as assigned

QUALIFICATIONS:

- Bachelor of Science in Civil Engineering from an ABET-accredited university
- Registration with the State of Oregon as a Professional Engineer
- Minimum (3) years of experience with Civil Engineering principles and methods, with an emphasis in roadway or bridge design
- Proficient in Autodesk AutoCAD, with preferred experience with Autodesk Civil 3D
- Proficient using Windows operating systems and Microsoft Office (Excel, PowerPoint, Word, Outlook)
- Possession of a valid Oregon Motor Vehicle Operator's License and an acceptable driving record
- Will lift fifty pounds and work in all types of weather
- See Classification for additional Knowledge, Skills & Ability Requirements

PREFERRED QUALIFICATIONS:

- Experience in roadway design, bridge design, or project management of public capital improvement projects
- Experience with contract and consultant management
- Knowledge and experience in applying and ensuring National Environmental Policy Act (NEPA) process compliance

- Knowledge and experience preparing, writing, or assisting in development of consultant contracts, scientific reports, resource sections of NEPA analyses, environmental documents and technical memorandums/reports including biological assessments, habitat mitigation plans, and wetland delineations, US Army Corps of Engineers and Oregon Department of State Lands permitting & compliance

SALARY, BENEFITS, COMPENSATION:

Linn County offers an excellent benefits package which includes fully paid contribution to the Oregon Public Employees Retirement System; 10.5 paid holidays; 2 paid personal holidays; paid vacation and sick leave; options for medical, dental and vision care insurance; options for deferred compensation, and employee assistance program; longevity pay; and more.

COMPENSATION: Range: \$6,573 - \$9,122 per month (depending on experience)

CLOSING DATE: November 1, 2024, or until filled

HOW TO APPLY: Submit a completed Linn County Employment Application Form, along with a Resume and Cover Letter, to Daineal Malone, County Engineer, Linn County Road Department 3010 Ferry Street SW, Albany, Oregon 97322, Phone: 541-967-3919; FAX: 541-924-0202.

Application forms may be obtained, along with the job classification, from the Linn County Road Department, the Linn County Board of Commissioner's Office at the Linn County Courthouse, the Oregon Employment Division Office in Albany, or at the Linn County Web Page at:

<https://www.linncountyor.gov/roads>

LINN COUNTY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER