

## **JOB ANNOUNCEMENT**

**THE MACON COUNTY COMMISSION IS CURRENTLY ACCEPTING  
RESUMES FOR THE POSITION OF:**

### **ASSISTANT COUNTY ENGINEER**

**KNOWLEDGE:** Knowledge of modern techniques, methods, practices and procedures of Public Works Engineering. Knowledge of the practices and procedures used in the development and construction of roads, streets, and public works facilities. Knowledge of office management, principles and practices. Knowledge of contract administration and project management.

**ABILITIES:** Ability to evaluate a diverse array of engineering and related problems. Ability to establish and maintain effective working relationships with consultants, the general public, employees and officials. Ability to express oneself clearly and concisely, orally and in writing. Ability to supervise, plan, review and evaluate technical engineering projects, designs and specifications.

**JOB SUMMARY:** Under the direction of the County Engineer, the Assistant County Engineer performs a wide range of duties, including but not limited to, managing the maintenance and construction of roads and bridges within the Macon County Road and Bridge System. Assists in preparation of the Operations Budget and the Capital Projects Budget. Coordinates scheduling of projects and facilitates communication among all of the Engineering personnel under the general policies established by the County Engineer; supervise personnel in the absence of the County Engineer or as directed; inspect and prepare cost estimates for construction and maintenance of the counties road and bridge projects, attends county commission meetings as needed among other duties.

**MINIMUM QUALIFICATIONS:** Bachelor's Degree in Civil Engineering from an accredited college or university and certification as an Engineer in Training (EIT) in the State of Alabama (Professional Engineering License, Alabama, preferred but not required); possession of a current and valid AL driver's license; ability to obtain and maintain Certified Bridge Inspector credentials and other certifications and credentials as needed.

#### **Salary Negotiable**

**Resumes will be received by the Macon County Commission by mail:**

**Mrs. Tracey Moon, Director of Personnel  
Macon County Courthouse  
101 East Rosa Park  
Tuskegee, Alabama**

**Or hand delivered to Mrs. Moon at the Macon County  
Courthouse, 101 East Rosa Parks (1<sup>st</sup> Floor), Tuskegee, Alabama.**

**For information:** Mr. Louis Maxwell, Chairman (334) 339-1832, Mr. George Sims, County Engineer (334) 421-4524 or Mrs. Tracey Moon (334) 724-2500

**Open until filled**