

Jurisdiction: Oneida County Government
Jurisdiction Class: Exempt
EEO Category: Officials/Administrative
Revised: 02/28/2024

DEPUTY COMMISSIONER OF PUBLIC WORKS (ENGINEERING)

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the Engineering Division of the Oneida County Department of Public Works. The incumbent has responsibility for performing the highest professional level of proficiency in the field of civil engineering. This Deputy performs independent professional engineering and administrative work in planning and supervising the design, financing, construction, and maintenance of public works projects within the County. Major problems and policy decisions are discussed with the Commissioner of Public Works. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Directs staff of engineers, technical aides, administrative and clerical personnel in administration of maintenance and construction work in progress, and confers with them frequently on problems involving technical decisions;
Advises Commissioner and other deputies in matters pertaining to public works and engineering;
Makes field inspections of new projects to be undertaken and construction projects underway;
Supervises and directs staff engineers in right-of-way negotiations, material testing or selection, preparation of reports, scheduling budget reports and drafting construction plans;
Administers the Department's safety program;
Plans long-range needs of capital construction improvements;
Plans and directs the financial and budget needs of the division, and the distribution of capital funds to specific projects;
Supervises the design of new and repair construction projects;
Manages and directs new and on-going construction projects and programs;
Attends meetings and public hearings concerning County construction plans and projects;
Advises Commissioner and the public on public works engineering needs of the County;
Prepares budgets and reports;
Disseminates public works and engineering information to the public;
Serves as expert witness in matters of legal concern.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Comprehensive knowledge of the principles and practices of civil engineering, as applied to diversified public works activities; comprehensive knowledge of sources of engineering information and facility in application of engineering methodology; thorough knowledge of the use of building materials in public works projects; ability to direct the work of professional, subprofessional and technical employees; ability to plan, organize and direct large-scale construction and engineering projects; ability to coordinate and integrate the work of various divisional units; good professional judgement.

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SUGGESTED QUALIFICATIONS: Either:

- (A) Possession of a Master's Degree in civil or environmental engineering from a regionally accredited or New York State registered school of engineering **AND** six (6) years of experience involving civil or environmental engineering; **OR**
- (B) Possession of Bachelor's Degree in civil or environmental engineering **AND** seven (7) years of experience involving civil or environmental engineering; **OR**
- (C) Possession of Bachelor's Degree in engineering **AND** nine (9) years of experience involving civil or environmental engineering.

SPECIAL REQUIREMENTS: Possession of a current valid Professional Engineer's License issued by the New York State Education Department at time of appointment.

NOTES: Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

Adopted: 03/10/1982
Revised: 02/08/1995, 03/27/1995, 02/28/2024