

Jurisdiction: Oneida County
Jurisdiction Class: Exempt
Revised: 3/27/95

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. 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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MINIMUM 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) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in civil or environmental engineering AND seven (7) years of experience as described in (A) above; OR
- (C) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in engineering AND nine (9) years of experience as described in (A) above; OR
- (D) An equivalent combination of training and experience, as defined by the limits of (A) through (C) above.

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