

NOTICE September 1, 2021

The Jasper Civil Service Board will give the following exam in order to create an Eligible Register for this position:

Job Title:	Engineer 1
Test Date:	October 4, 2021 9:00 a.m.
Deadline to apply:	September 20, 2021
Place of exam:	Jasper Police Department 1610 Alabama Ave – Jasper

To apply submit application along with a copy of the following on or before the deadline.

Current DL; SS card; Birth Certificate; High School Diploma or GED; Three letters of recommendation.

Please make your own copies.

Qualifications for this position:

Bachelor's Degree in Civil or Structural Engineering from a college or university accredited by a regional accrediting agency and some civil engineering experience; or any combination of education, training and experience that demonstrates the above listed knowledge, skills and abilities.

Knowledge skills and abilities required:

- public works management principles
- current civil engineering principles and practices as applied in the location, design, construction and maintenance of all types of roadways, drainage systems and other types of municipal infrastructure.
- Contemporary methods and techniques used in the construction and management of public works projects.
- Drafting principles
- GIS system design and operation
- Ability to read and interpret all types of civil engineering plans and specifications, blueprints, maps, construction plans and drawings.
- Ability to make complex mathematical computations and design complex public works projects
- Ability to establish and maintain effective working relationships with employees, contractors, architects, skilled trades and the general public
- Ability to supervise complex public works projects and employees assigned and to effectively secure adherence with policies, construction plans and specifications.
- Ability to communicate
- Ability to use modern office methods, techniques and equipment
- Skill in using a computer and drafting and surveying instruments

Necessary special requirements:

- E.I.T. Certificate required
- Good driving record and valid drivers license

Work is performed indoors and outdoors and exposes the employee to hazards of the construction sites, including dangers of moving heavy equipment, inclement weather conditions, and high noise levels.

Work requires regular physical activities such as walking, crawling, standing, stooping, bending and operation of motor vehicle.

Major Duties:

- Designs and coordinates engineering studies storm drainage systems, street improvements, sidewalks, recreational sites, sanitary sewer and wastewater treatment projects; guides and supervises drawing of engineering designs.
- Supervises as project engineer and inspects various cit public works projects through the design and construction phases.
- Plans, budgets, schedules, manages, and tracks projects from start to finish
- Reviews construction plans and specifications to ascertain compliance with approval standards and regulations.
- Updates status of ongoing projects with consulting engineers on the project tracking system
- Attends final inspections approves final payment for services.
- Coordinates all phases of federal grand applications and administration
- Consult and negotiate with consulting engineers, architects, contractors, utility company representatives and other parties regarding public works project design and construction issues.
- Prepare cost estimates
- Research flood areas
- Prepare graphics, plans spreadsheets, cost estimates, analysis models, computer data files and correspondence using various computer programs
- Evaluate and maintain bridge inspection file
- Maintain landfill permits and ADEM records monitoring gas and water wells
- Assist cemetery director in making and locating pots

You may pick up application at our office in Jasper City Hall-400 West 19th St (BASEMENT, and there is a slot in the door to drop off documents and completed application), or you may visit [www. jaspercity.com](http://www.jaspercity.com), click on "Employees", then "Civil Service" to print out an application. Applications are on a stand outside our office.

The City of Jasper is an Equal Opportunity Employer.

All applicants considered for the job must pass a drug test.

Gilbert Jean

Chairman