



COMMISSIONERS COURT

GUADALUPE COUNTY

GUADALUPE COUNTY COURTHOUSE • 101 EAST COURT STREET • SEGUIN, TEXAS 78155

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In compliance with the Guadalupe County Personnel Policy, it is mandatory to post this notice for five (5) working days. This notice will be posted beginning April 18, 2024.

EMPLOYMENT NOTICE

The Guadalupe County Commissioners Court is currently accepting applications for the **Director of Engineering**

Job duties include (but are not limited to) the following:

- Plan and execute the design of major public works construction projects.
- Knowledge and experience in reviewing plats and public infrastructure / construction plans
- Prepare specifications, estimates, work schedules, plans, maps, and reports.
- Knowledge of TxDOT, federal and local regulations as they apply to county projects.
- Assists in the subdivision process by reviewing plats and public infrastructure construction plans submitted by developers. Maintains files of maps, subdivision plats, and record drawings.
- Directs, monitors, and evaluates capital improvement construction projects and contracts of public works as well as all assigned divisions and presents status reports of such projects on a timely basis.
- Provides direction to the engineering functions of surveying, mapping, and floodplain management and control. Directs the preparation of plans, specifications, estimates, and contracts for major projects of street and utility construction.
- Reviews plans submitted by Developer(s)/Engineer(s) for construction activity because of development.
- Prepares and provides presentations to Commissioners Court, boards, committees, and to various groups and organizations as called upon.
- Represent the county on task forces and boards that relate to official capacity and special projects.
- Assists the public with various issues regarding development and infrastructure.
- Coordinates projects with other governmental entities.

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Requirements/Qualifications Include:

- Bachelor (or Masters) of Science Degree in Civil Engineering from an ABET (Accreditation Board for Engineering Technology) University.
- Licensed Professional Engineer in the State of Texas
- Valid Texas Driver's License
- Minimum of 10 years related experience in public works projects
- Direct supervisory experience, including diverse groups of subordinates
- Experience in Flood Plain Management
- Management of large-scale capital projects.
- Ability to execute and supervise a program of constant enforcement of state and local laws and regulations
- Excellent interpersonal skills.

This position pays MIN. \$145,000 MIDPT. \$165,000 MAX. \$185,000 commensurate with experience. Benefits include medical insurance, paid holidays, and retirement.

You can access applications and, if applicable, transfer requests from the county's official website (<https://www.co.guadalupe.tx.us/employment/employment.php>) or visit the Human Resources Office located at 211 W. Court, Seguin, TX, to request a physical copy. Once completed, email the application and all pertinent documents to Guadalupe County Human Resource Director, Teresa Sazedj, Ed.D., SHRM-CP at: teresa.sazedj@co.guadalupe.tx.us

Guadalupe County does not discriminate based on race, color, national origin, sex, religion, age, and handicapped status in employment or the provision of services.