

**Hanover County Government**  
Department of Public Works  
Civil Engineer (CD)  
\$56,031.00 - \$87,000.00 Annually

**General Description:** This is a professional skilled position. The incumbent performs complex technical civil engineering work related to construction.

**Organization:** The Civil Engineer position is part of Hanover County's Career Development Program (CD). The Civil Engineer Ladder has three (3) levels: Civil Engineer I, II, and III. Incumbents report to the Engineering Manager or Traffic Engineer and supervise no staff. However, Civil Engineers at levels II and III may serve as workflow leaders.

**Essential Functions:**

- Reviews construction plans, specifications, estimates, contracts and reports involved in the construction, maintenance and operation of a variety of projects.
- Inspects construction projects for subdivisions, commercial developments, roads and variety of other construction activities.
- Provides project management for various types of capital improvement projects. Provide project management for public road construction projects in accordance VDOT's Locally Administered Projects Manual.
- Determines resources / technical review needed to complete work assignments.
- Develops and monitors project budgets / expenditures, including revenues where applicable.
- Responds to inquiries from staff, the public and developers.
- Performs related work as assigned.

**Working Conditions:**

A. Hazards

- Routine exposure to chemicals, dust, fumes, noise, and vibrations repetitiveness

B. Environment

- Office – 60%
- Field – 40%

C. Physical Effort

- Routine lifting of objects up to fifteen (15) pounds

D. Exempt

**Knowledge, Skills and Abilities:** Must have good professional engineering decision-making skills. Knowledge of modern engineering principles and practices of civil engineering, stormwater hydraulics, fluid mechanics, stormwater management and erosion and sediment control required. Familiarity with public road construction and VDOT's Local Administered Projects requirements, the Chesapeake Bay Preservation Act, Virginia Erosion and Sediment Control Program and Virginia Stormwater Management Programs, is desired, but not required. Must be able to evaluate plans, estimates, and specifications. Ability to work effectively with others, required. Must be able to communicate effectively – both orally and in writing.

**Education, Experience and Training:** Bachelor's degree (preferably in civil engineering) required. Engineering License, preferred. Erosion & Sediment Certification, desired – OR – Any equivalent combination of education, experience and/or training sufficient to demonstrate the knowledge, skills and abilities is acceptable. Higher levels on the Career Ladder require additional education and experience. Related experience desired as follows: 1 year @ level I, 2years @ level II, and 4 years @ level III.

**Special Conditions:**

- Criminal Records Check, including fingerprinting
- Valid Commonwealth of Virginia Driver's License
- Twelve-month probationary period
- Work beyond normal work schedule, possible
- Certification by the Virginia Department of Environmental Quality as a Local Erosion and Sediment Control Program Plan Reviewer and Inspector, required within one (1) year of employment;
- Certification by the Virginia Department of Environmental Quality as a Local Stormwater Program Plan Reviewer and Inspector, required within one (1) year of employment.

**Minimum Qualifications:**

Requires a Bachelor's Degree in Civil Engineering or related engineering field and progressive professional experience in the field of engineering for entry at higher levels of the career ladder and salary scale, or any equivalent combination of experience/training which provides the required knowledge, skills, and abilities. Requires certification by the Virginia Department of Environmental Quality as a Local Erosion and Sediment Control Program Plan Reviewer and Inspector and Local Stormwater Program Plan Reviewer and Inspector within one year of employment.

**Preferred Qualifications:**

Familiarity with construction and project management, public road construction and VDOT's Local Administered Projects Manual, the Chesapeake Bay Preservation Act, Virginia Erosion and Sediment Control Program and Virginia Stormwater Management Programs is helpful.

General knowledge of computers and familiarity with software for project management, word processing and spreadsheets is helpful.

**For more information or to apply for this position, please visit our career site at [www.hanovercountyjobs.com](http://www.hanovercountyjobs.com)**