

DESCRIPTION: Under general direction, performs complex administrative and program managerial and engineering work. Directs, through assigned managers, the planning, administering, monitoring, and coordinating of all operations and functions within a Highway District of the Nebraska Department of Roads (NDOR). Responsible for ensuring that highway engineering, construction, rehabilitation, and operations/maintenance functions of a Highway District are carried out effectively and efficiently, in accordance with relevant laws, regulations, and policies, and NDOR agency and division program goals.

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the most senior level licensed professional engineer within Nebraska Department of Roads districts. Positions in this class perform both managerial and engineering work requiring the combined application of general administrative management and professional engineering knowledge, skills, and abilities. The engineering work assigned involves complex planning, designing, coordinating and/or other functional activities involving roadway, bridges, or similar construction projects, and on-going maintenance operations. District Engineers will typically direct several other professional engineering and operations managers who in turn supervise multiple projects and/or functions headed by unit or other supervisors. Positions confer with senior division managers to plan and direct program activities and to obtain advice, and receive general program and policy direction from the agency director (State Engineer) or a deputy agency director.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

Oversees the selection, evaluation, recognition and discipline of assigned managers and other key staff members of the District; develops plans to ensure personnel policies and practices on equal opportunity, career development, safety, performance evaluation, employee recognition, counseling, and other human resource practices, are implemented by managers and supervisors.

Establishes the structure of the District and reviews, modifies, or rejects changes in function and staffing levels proposed by the District Construction Engineer and District Operations and Maintenance Manager; develops operational control measures to obtain necessary program information and data necessary for decision making.

Develops the one-year and six-year highway program and the biennial budget for the assigned District; approves the maintenance work plan for the District; develops long range program goals and objectives; monitors and evaluates organizational and employee performance data in meeting established program goals and objectives.

Oversees Local Project Agency (city and county) engineering projects within the assigned district to ensure compliance with Federal and State requirements. Monitors district engineering and maintenance operations to ensure conformance to Federal and State environmental commitments and requirements.

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Resolves problems not covered by established policies, procedures, and/or precedents; reports on program accomplishments and justifies critical and far reaching program changes; collaborates with the State Engineer/agency head, deputy directors, other District Engineers, and division managers on operational programs and problems; recommends policies, solutions, and management actions for operational effectiveness, including the need to modify, start, or discontinue major projects and/or programs; provides input on new or revised legislation, regulations, policies, and procedures.

Confers with senior managers and staff of NDOR divisions regarding project programming, scheduling, design, and feasibility of construction; develops working relationships with a broad spectrum of key officials outside of the NDOR and serves on agency and inter-agency committees where decisions made could impact the operation of critical government programs; collaborates with other senior managers to address issues of an agency-wide nature; represents the District and/or NDOR with the media, public and private interest groups; other governmental entities, State Senators, the Highway Commission, and the public.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: engineering principles, practices and techniques; management principles, techniques, and methods such as personnel and organizational management, budgeting, and employee supervision pertinent to investigating and resolving problems and issues impacting program operations; State and federal laws, regulations, policies and procedures relative to the assigned District; current literature, trends, and developments in transportation and civil engineering; agency budgetary and fiscal policies, procedures, and practices.

Ability to: develop or revise policies and standards to carry out work objectives more efficiently, safely, and cost effectively; establish program objectives and performance goals to effectively utilize available resources, meet NDOR agency and division goals, and comply with State and federal regulations; express ideas, concepts, regulations, practices and procedures to present, persuade, negotiate, and defend positions; make clear and convincing group presentations; listen to others and facilitate exchange of information; lead others and work cooperatively as a team; act before being required to by events, improve personal and staff performance, counsel and provide employees career enrichment/satisfaction; coordinate and integrate the work activities of diverse units and individuals; interact with the public, elected and appointed officials, public interest groups, contractors, consultants, and agency employees at all levels within and throughout the agency; develop and maintain cooperative working relationships with multiple city, county, state, and other local governmental entities; keep emotions under control and restrain negative behaviors when provoked or when working under conditions of stress; project a positive, professional image and provide leadership by example; carry out responsibilities with high ethical and professional standards, integrity and honesty; responsibility and trustworthiness; encourage and facilitate cooperation, pride, trust and group identity, and foster a commitment and team spirit among staff.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Must possess a Professional Engineer (P.E.) license at the time of application, and be licensed by the Nebraska Board of Engineers and Architects at the time of employment or be able to obtain such license within 90 days of employment, AND progressively responsible professional transportation engineering experience which includes leading and managing an engineering operation, with responsibility for public relations, budgeting, and management of human resources.

LEGAL REQUIREMENTS: (These qualifications are mandated by federal/state laws, statutes, and/or regulations.)

Positions in this classification are subject to Title 110, Nebraska Administrative Code, Chapter 2 – Engineering. The basic requirement is registration as a Professional Engineer (P.E.) by the Nebraska Board of Engineers and Architects; or the ability to obtain such registration within 90 days of employment. [Neb. Rev. Stat 81-3451.]

SPECIAL NOTES:

Bachelor's degrees outside of the United States must be ABET accredited at the time of application. Will also consider applicants with a Master's Degree in Engineering from an ABET accredited institution in the United States.

Specific positions may require an academic degree and/or professional license in a specific field of engineering. Recognized engineering fields include but are not limited to agricultural, chemical, civil, electrical, hydrology, industrial, mechanical, and structural.

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).