NOTICE OF JOB OPENING

Posting Begins | May 19, 2022 | Posting Ends | September 21, 2022

Position Title | ENGINEER/PROJECT MANAGER I

Department | Urban Planning and Land Use
Division

| New Position | X | Full-time | 40 Hrs./Week |
| X Replacement | Part-time A | Hrs./Week |
| Seasonal Temporary | Part-time B | Hrs./Week |

Location of Position | City Hall, 7th Floor

**BRIEF JOB DESCRIPTION:** Works on private development project reviews, including roads, traffic, wastewater, sanitary stormwater systems and other public improvements. Responsible for performing reviews of submitted plans to assure they comply with the Unified Government's adopted standards, requirements, codes and other guidelines in a timely manner. Consistently works to update departmental standards and check lists. Must be able to manage multiple projects and maintain amicable working relationships with applicants, consulting engineers, and other Unified Government departments. Must facilitate good communication and an efficient review process from pre-application to permitting and inspections. Significant design experience desired in the fields of stormwater, sanitary sewer and public streets. Must be able to provide clear directions verbally and in writing. Knowledge of Adobe Acrobat Pro, Accela and ProjectDox is necessary, but training will be provided.

**MINIMUM QUALIFICATIONS:** Bachelor’s Degree in Civil Engineering or Construction Management or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above required. Two (2) years of related engineering experience preferred. Registration as a Professional Engineer (P.E.) preferred, but not mandatory. Must have a valid driver’s license.

SUCCESSFUL APPLICANT IS REQUIRED TO TAKE PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.

Salary Range | $3,906.93 - $5,227.74/mo. | PI # | 2324 | Class. Code | 1150

EXT 08/25/2022

It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment.

MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.
PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND EMPLOYMENT ELIGIBILITY EOE
The Unified Government of Wyandotte County / Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.