

# NOTICE OF JOB OPENING

<b>Posting Begins</b>	August 19, 2021	<b>Posting Ends</b>	October 27, 2021
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<b>Position Title</b>	<b>ENGINEER/PROJECT MANAGER I</b>
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<b>Department</b>	Public Works	<b>Division</b>	Engineering
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	New Position	X	Full-time	40	Hrs./Week
X	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

<b>Location of Position</b>	City Hall, 7 <sup>th</sup> Floor
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**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.**

<b>Salary Range</b>	\$3,756.13 - \$5,026.67/mo.	<b>PI #</b>	2324	<b>Class. Code</b>	1150
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Extend 09/28/21

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.*