



Employment Opportunity

Plans Reviewer- Engineering
Bureau of Development Review
\$53,540 annual salary (Grade C13)
40 hour *exempt* position with full benefit package

Apply By: Friday, August, 3, 2018 @ 5:00 p.m.

Applications will be processed and interviews scheduled as received

GENERAL RESPONSIBILITIES Provide review of road and storm drain engineering plans and traffic impact studies for subdivision and site development projects to assure compliance with Carroll County Public Works standards and applicable Federal, State, and local laws.

ESSENTIAL TASKS include the following; other duties may be assigned.

1. Review engineering plans and specifications for new roads, storm drainage systems, and temporary traffic control for site plans, Technical Review Committee (TRC) plans, subdivisions, commercial, industrial and institutional developments
2. Review traffic impact studies for site, TRC, subdivisions, commercial, industrial and institutional development plans
3. Apply principles, practices, laws, and regulations related to engineering design of roads and drainage systems
4. Study and standardize procedures to improve efficiency and assure appropriate service delivery
5. Provide engineering review, inspections, and technical support for project information, participates in work groups and attends public meetings
6. Review subdivision and site plans for adequate traffic control devices
7. Prepare Adequate Public Facilities (APF) documentation and impact reports for public roads and drainage facilities
8. Process Public Works Agreements and establish bonds for road-related construction
9. Perform field inspections to determine adequacy of site distance, condition of roadways, and investigate citizen concerns regarding drainage and road safety
10. Address errors and complaints

EDUCATION AND EXPERIENCE

1. Associate's or Bachelor's degree in civil engineering or related field preferred
 2. Five years experience in road and storm drain design
 3. Traffic engineering experience preferred*
- *A comparable amount of training and experience may be substituted for the minimum qualifications.

CERTIFICATES, LICENSES REGISTRATIONS

1. Registration as a Professional Engineer (Maryland) desirable
2. Valid driver's license

A Carroll County Government job application is required for this position
Call the Carroll County Job Hotline at (410) 386-2020 to request an employment application or call
(410) 386-2129 for employment inquiries

Applications will be processed and interviews scheduled as received

Posted 7/05/18
(19-5)

Carroll County is an equal opportunity employer

The County Commissioners of Carroll County recognize the rights of all people, including County employees, to equal opportunity. Discrimination against County employees on the basis of age, religion, gender, race, color, national origin, sexual orientation, marital status, physical or mental disability is strictly prohibited. The Americans with Disabilities Act, Titles I and II, applies to County government employment. If you have questions, suggestions, or complaints, please contact Kimberly L. Frock, Director and Carroll County Government Americans with Disabilities Coordinator for employment, at the Department of Human Resources (410-386-2129) or Md. Relay 711/800-735-2258. The mailing address is 225 North Center Street, Westminster, MD 21157.