



## **Employment Opportunity**

Plans Reviewer- Engineering

Bureau of Development Review

\$51,981 - \$60,800 salary hiring range (Grade C13)

Exempt position with full benefit package

***Apply By: Open until filled***

**Applications will be processed as received**

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**GENERAL RESPONSIBILITIES** Provide review of road and storm drain engineering plans for 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. Bachelor's degree in civil engineering or related field
2. Five years experience in road and storm drain design
3. Five years traffic engineering experience\*

\*A comparable amount of training and experience may be substituted for the minimum qualifications.

### **CERTIFICATES, LICENSES REGISTRATIONS**

1. Registration as a Professional Engineer (Maryland) preferred
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

**POSTED: 07/22/16**  
**(17-15)**

**Carroll County is an equal opportunity employer**