



POSITION: **CIVIL ENGINEER – SITE DEVELOPMENT**

A full-time, permanent position in the Engineering - Site Development Department.

Duties and Responsibilities:

- Develop civil site and utility layout and grading plans.
- Coordinate efforts of team members including professional consultants, government agencies, and utility companies to complete subdivision and construction documents for site development and construction.
- Develop site construction estimates and establish project budgets.
- Field investigations and observation of projects under construction.
- Monitor open grading and other site related permits and coordinate renewal or closure as required. Assist with project dedication and turnover of completed site improvements to various public and private agencies.
- Related duties as assigned.

Qualifications:

- *Bachelor's degree in civil engineering or related field. Professional Engineer (PE) license.*
- *5 or more years of engineering experience in land development; experience in civil residential design preferred.*
- *Working knowledge of Microsoft Office and AutoCAD.*
- *Effective communication skills, both oral and written.*
- *Flexibility in managing multiple tasks as deadlines and priorities change.*