



Ontario County Department of Human Resources
3019 County Complex Drive
Canandaigua, NY 14424

www.ontariocountyny.gov ~ ~ (585) 396-4465

Vision: A vibrant community where every citizen has the opportunity to be healthy, safe and successful

Mission: Provide strategic and responsive public services that are fiscally responsible and sensitive to the diverse and changing needs of our community

JOB OPENING NOTICE

JOB POSTING #: 25-047 POSTING DATE*: FROM: 7/3/25 TO: 7/31/25

JOB TITLE: Professional Engineer

RATE OF PAY: \$117,766/yr

LOCATION: Ontario County Department of Public Works

NOTE: Candidate will be initially appointed on a provisional basis **pending** approval of title to be placed under the NYS HELPS Program (if approved, civil service exam will be waived). If title not approved by NYS Civil Service, candidate will need to take an examination that will be scheduled at a later date.

MINIMUM QUALIFICATIONS AS SHOWN ON JOB DESCRIPTION

QUALIFICATIONS: County Values: All employees of Ontario County are expected to uphold and exhibit the County's shared values and behaviors to achieve the County's Vision and Mission.

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered four-year college or university with a Bachelor's Degree in civil engineering AND six (6) years of full-time paid Civil Engineering experience, at least two of which must have been in a supervisory capacity.

SPECIAL REQUIREMENTS FOR APPOINTMENT:

1. Eligibility for a license to practice professional engineering in the State of New York at the time of application. Possession of a valid New York State professional engineer's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.
2. Possession of a valid New York State driver's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.

APPLICATION DEADLINE / LAST FILING DATE*: 7/31/25 or until filled

* Last filing date established for an announced exam always supersedes posting date.

HOW TO APPLY: All applications must be received through the [Ontario County Civil Service Employment Portal](#).

Ontario County is an Equal Opportunity Employer and, as such, offers equal opportunities for all qualified applicants with no discrimination as to age, race, color, creed, sex, national origin, sexual orientation, military status, predisposing genetic characteristics, marital status, domestic violence victim status, disabilities or, in certain circumstances pursuant to Executive Law 296, conviction record. Any person with a disability requesting reasonable accommodations in order to participate in examinations will be accommodated.

Rev. 2/8/2018

PROFESSIONAL ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: This is a Professional Engineering position involving responsibility for planning, organizing and directing the engineering design, implementation, and inspection of bridge and highway construction and maintenance projects. The work is performed under the general direction of the Commissioner of Public Works with wide leeway provided for the use of independent technical judgment. Supervision is exercised over all technical, laboring, and clerical staff employed by the Engineering Section of the Department of Public Works. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Originates, plans, designs, and carries out bridge and highway construction projects;
Assigns and supervises field and office work of subordinates;
Prepares Engineering Section and construction project budgets for the Commissioner of Public Works, setting goals and priorities;
Plans and oversees the implementation of Computer Aided Drafting systems;
Reviews the safety of engineering designs for planned bridge and highway construction and maintenance projects;
Prepares plans and specifications for construction materials and supplies;
Administers state and federal bridge and highway aid programs;
Conducts long-range studies to determine future bridge and highway needs;
Conducts studies and investigations of accident histories, culvert and bridge hydraulics, soil investigations, and other studies for proposed bridge and highway improvements;
May assist cities, towns and villages with bridge and highway improvements;
Supervises the maintenance of engineering office records;
Prepares reports on Engineering Section activities.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Thorough knowledge of the principles and practices of civil engineering and the sources of engineering information; thorough knowledge of modern methods and techniques as applied to bridge and highway construction; skill in conducting engineering research work; initiative and resourcefulness in the solution of engineering problems; ability to organize, plan and lay out working details of engineering projects; ability to prepare, interpret, and work from complex engineering drawings; ability to provide others with technical knowledge concerning bridge and highway design and construction, both orally and in writing; ability to plan and supervise the work of others; physical condition commensurate with the demands of the position.

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APPROVED: NOVEMBER 1, 1990

CIVIL SERVICE CLASSIFICATION: COMPETITIVE