BUFFALO GROVE, ILLINOIS

CIVIL ENGINEER I

EXECUTIVE RECRUITMENT
The City

The Village of Buffalo Grove, Illinois, pop. 41,496 and established in 1958, is a progressive and vibrant community located 35 miles northwest of the City of Chicago. The village has been named one of the “Top Ten Best Places to Live” by Money Magazine and was ranked as the 12th safest community in the nation by Neighborhoods.com. Buffalo Grove boasts nationally recognized award-winning schools and is one of the most family-friendly communities in Illinois. Buffalo Grove is also an award-winning Village that has received performance recognition on numerous fronts including public works and financial reporting.

Position in Brief

This is an opportunity to join a highly motivated municipal team engaged in actively planning for the continued prosperity of the community. Aggressive public infrastructure capital improvement plans totaling approximately $50 million are in place with supporting revenue sources to create the opportunity for fulfilling and increasingly responsible work. Projects may include, but are not limited to, road maintenance, water main replacement, sewer lining programs, lift station replacement, federally funded road rehabilitation and sidewalk, bicycle path and parking lot improvement programs. There is also a very important role to fulfill in coordinating efforts with other jurisdictions as they undertake major road improvement activities within village boundaries in close proximity to village assets and utilities.

Background and Experience

- A Bachelor’s Degree from an accredited college or university with major coursework in Civil Engineering and a minimum of 2 to 4 years of professional engineering experience is highly desirable, but not mandatory.

- An equivalent combination of training, education, and experience that provides the required Project Management and Civil Engineering knowledge, skills and abilities may be considered.

- Possession of an Engineer Intern or Professional Engineer license in the State of Illinois is highly desirable, but not mandatory.

Supervision

The Civil Engineer I performs duties under the general supervision of the Village Engineer.

Ideal Candidate Competencies and Abilities

- Demonstrated ability to perform due diligence activities ensuring that projects are designed, built and implemented in a fashion that serves the best interests of the village;

- Demonstrated ability to appropriately exercise substantial professional judgement;

- Public infrastructure project management and construction observation, including the ability to effectively serve as Project Engineer;

- Review and design of construction plans, plats and specifications;

- Validation of engineering computations and plans to ensure compliance with applicable standards and specifications;

- Preparation of reports and recommendations for review by the Village Engineer;

- Strong communication skills, including implementation of effective public outreach strategies;

- Ability to interpret rules, regulations, standards and codes to facilitate effective communication with stakeholders;

- Evaluation of citizen concerns and formulation of appropriate recommendations and responses;

- Proficiency with Microsoft software programs; including Excel, Word and Outlook;

- Management of public works assets, including use of GIS software systems.
COMPENSATION
The CE I position is exempt and the salary range is $76,044-$113,335 per year depending on experience and qualifications. The Village offers a competitive salary and benefit program, inclusive of participation in the Illinois Municipal Retirement Fund and group health, dental and life programs.

HOW TO APPLY
Apply electronically by submitting a cover letter, resume and contact information for three references to www.GovHRjobs.com. Open until filled but to ensure consideration please apply by March 13, 2020. Questions regarding the position may be directed to the attention of Robert Stalker, Vice President, GovHR USA. Tel: 847-380-3240 or Darren Monico, Village Engineer, Village of Buffalo Grove, Tel: 847-459-2523.

The Village of Buffalo Grove, Illinois is an equal opportunity employer.