

# HUMAN RESOURCES JOB POSTING

## Senior Construction Engineer

**DEPARTMENT:** Engineering

**LOCATION:** Wilshire Place Administration Building

**HOURS:** As assigned

**SALARY:** Commensurate with Experience

**JOB DESCRIPTION:** The senior construction engineer provides management, oversight, guidance, and supports Construction within the Engineering department. The position oversees Harris County Toll Road Authority (HCTRA) Construction operations and is responsible for the budget utilized as well as capital expenditures in coordination with the Finance department. The position is responsible for developing and negotiating engineering service agreements (ESAs) to facilitate the successful execution of heavy civil construction contracts. Provides direction to engineering consultants and serves as the owner's representative when contract issues are escalated beyond the project level. The position represents the Engineering and Construction Department to other internal and external stakeholders, trade conferences, and the public, including presentations and interviews when requested. Sets the philosophy, guidelines, and expectations for the department's Construction section to be followed by the department staff as well as the various engineering consultants' staffs.

- Provides oversight, direction, and support for HCTRA construction operations. Identifies needs for engineering consultants for various project construction management positions. Drafts and negotiates engineering service agreements (ESAs). Manages ESAs including personnel and budgets. Provides owner positions on project issues. Investigates and resolves project issues that are escalated beyond the project level.
- Manages the budget of the Construction section. Maintains responsibility for construction budgets. Coordinates capital expenditures with the Finance department.
- Performs special assignments, provides research, financial data analysis, and various report preparation as needs are identified or as requested.
- Attends, participates, and represents the Engineering and Construction department as well as HCTRA in various roles including meetings with vendors, contractors, other HCTRA departments, and other County departments. Represents the agency to the public, including speaking at trade conferences and various public engagements. Participates in interviews with various media outlets as requested.

**JOB REQUIREMENTS:****Education/Experience:**

- Bachelor's degree in civil engineering from an accredited university.
- Must hold a State of Texas Professional Engineering license.
- Minimum ten (10) years' professional experience in transportation infrastructure design, construction engineering and construction project management.
- Progressive management experience required.
- Previous experience working for a governmental agency with involvement and/or contractor procurement a plus.

**Knowledge, Skills and Abilities:**

- Must have excellent interpersonal skills, written and verbal communication and presentation skills with the ability to effectively communicate with individuals and large groups.
- Ability to concurrently manage multiple projects in multiple locations, prioritizing tasks and re-prioritizing as often as is necessary to ensure project success.
- Knowledge of all aspects of heavy highway and bridge construction.
- Ability to identify project challenges in advance and take necessary steps with project team to address preemptively.
- Basic knowledge of CPM scheduling practices.
- Ability to read and interpret construction plans, standards, and specifications; ability to review, edit, and bid RFP specifications.
- Proficiency in Microsoft Office including Outlook, Word, Excel, and Powerpoint.
- Highly detail-oriented with strong problem-solving skills and critical thinking skills for a variety of complex problems.
- Must be a self-starter with the ability to work independently with only very broad direction and/or objectives.
- Must be able to handle confidential material with considerable tact and discretion.
- Must possess strong ethical standards and professional judgment.
- Must be able to maintain a professional attitude and interact well with all office and project personnel at all levels including other County Department personnel.
- Must be able to collect, evaluate, manipulate, interpret, and analyze data.
- Must be able to select, train, manage, evaluate, motivate, and discipline staff.
- Must have excellent time management skills.

**CLOSING TIME/DAY:****Open until filled****CONTACT PERSON:**

Interested individuals must submit a letter of interest, a current resume and HCTRA/Harris County employment application found online at [Governmentjobs.com](http://Governmentjobs.com).