 **Civil Engineer**

**Village of Gurnee**

**Community Development Department**

Gurnee, IL (pop. 31,295) is located in Lake County, IL equidistant between Chicago and Milwaukee. The Village of Gurnee seeks candidates for the position of Civil Engineer. This is an entry level, professional position.

**General Position Responsibilities**

This position is responsible for the initiation, design management, and supervision of the construction of public improvements.

Acts as a project manager in the planning, design, construction and inspection of a variety of public works projects; prepares preliminary cost estimates; works with consultants in coordinating designs; prepares bid documents; manages projects from design to completion of construction; gives technical engineering advice to associates.

Reviews plans, plats and construction drawings submitted by developers for compliance with standards and codes; reviews work in progress and upon completion to ensure compliance with plans.

Administers utility permit issuance and construction program for utility improvements within the right-of-way. Communicates with residents and the general public regarding construction projects and individual property concerns.

The Civil Engineer can expect to work closely with the Assistant Village Engineer, contract employees and other staff on capital improvement projects as outlined in the Village’s Capital Improvement Plan (CIP). The Civil Engineer is expected to have knowledge of and be able to manage various phases of capital projects.

The Village is seeking candidates with experience in roadway construction, utility, and drainage improvements. The ideal candidate will have the desire and experience to perform professional level engineering work including project design, planning, and construction.

**General Minimum Requirements**

Valid drivers’ license.

Completion of a Bachelors degree from an accredited college or university in civil engineering or related curriculum.

1 – 3 years’ experience performing comparable municipal civil engineering work.

State of Illinois Engineer Intern License is preferred or obtain license within 12 months from hire.

The qualifications listed above are guidelines. Other combinations of education and experience, such as internship or private consulting experience, which could provide the necessary knowledge, skills, and abilities to perform this job, may be considered.

Annual base starting salary $80,505; full time position plus full benefits. Interested and qualified candidates should complete the Application for Employment obtained online at [www.gurnee.il.us/jobs](http://www.gurnee.il.us/jobs) (download pdf). Submit a cover letter, detailed resume and the application to Human Resources, chrisn@village.gurnee.il.us, **Subject: Civil Engineer**. Interested candidates are highly encouraged to apply by March 20, 2020; position will remain open until filled. Offer of employment contingent on background and post offer medical, including drug screen.