



# Civil Engineer

\$58,849 to \$94,158 annually



The town operates water and wastewater plants with daily capacity of 3 million gallons. It has about 100 miles of collection system, 50 miles of distribution system, 26 wastewater pumping stations, 3 water booster stations, and 5 storage tanks. It also owns the West Fork Eno Reservoir.



The Town of Hillsborough has an exciting opportunity for an experienced civil engineer! Your work will be mainly in the Utilities Department with assistance to the Public Works and Stormwater and Environmental Services divisions.

**You have an opportunity to influence, protect and improve the town's infrastructure assets and policies!**

## Posting Closing Date:

Open until filled.

## Apply Online:

See [Employment Opportunities](http://www.hillsboroughnc.gov/employment) at [www.hillsboroughnc.gov](http://www.hillsboroughnc.gov).

## Questions?

Contact Interim Human Resources Director Haley Bizzell:

- [haley.bizzell@hillsboroughnc.gov](mailto:haley.bizzell@hillsboroughnc.gov)
- 919-296-9442

## Duties include:

- Performing detailed review of development and construction plans and specifications for compliance with established engineering standards and town design vision and goals in areas such as water, sanitary sewer, stormwater, streets and sidewalk, and pump stations.
- Signing off on building permits for water and sewer projects.
- Providing customer service to town staff, customers, regulators, developers, contractors and other stakeholders.
- Assisting inspectors with as-built data reviews and other technical guidance.
- Representing the town and overseeing the Water and Sewer Advisory Committee, a volunteer committee.
- Leading data preparation and reporting to various regulatory agencies.
- Helping develop the Utilities Department Capital Improvement Plan, budget and asset management tasks.

Starting salary is dependent on qualifications and experience. Competitive benefits include:

- 13-14 paid holidays per year, generous leave program including sick, vacation, bereavement, parental, civil, FMLA
- Employer-paid medical, dental, vision, life and short-term disability insurance (for employee only)
- Option to enroll in a high deductible health plan with town contributions, including seed money
- Participation in the Local Government Employees Retirement System
- 401(k) supplemental plan with 5% contribution by the town
- Longevity pay plan and routine merit increases
- Employee Assistance Counseling Program
- Tuition Reimbursement Program
- Transfer of sick leave from another North Carolina state or local government agency will be considered
- Vehicle stipend or vehicle.
- Cellphone stipend or cellphone
- Personal protective equipment
- Flexible work schedule, with approval
- Independent work environment
- Informal yet professional atmosphere
- Potential relocation assistance

This position is safety sensitive and subject to random drug testing. It also is exempt under the Fair Labor Standards Act. The Town of Hillsborough is an equal opportunity employer.



Hillsborough is a vibrant and growing historic town in Orange County, North Carolina. Established in 1754, it is home to over 9,600 people. The town government employs approximately 100 people. Hillsborough is conveniently located in the Triangle region of the state, close to all amenities and nature and a few short hours from the beach and mountains.

### Minimum qualifications

- A four-year degree in civil engineering or a related field from an accredited Board for Engineering and Technology college or university.
- At least five years experience, preferably in the public sector with emphasis on plan review, development services, contract administration and construction methods.
- Must have water and sanitary sewer design, plan review and construction knowledge along with knowledge of stormwater and roadways.
- A current North Carolina Professional Engineering License or ability for reciprocity.
- A valid drivers license and an acceptable driving record.
- ESRI GIS editing experience.
- Highly preferable: water and sewer modeling software experience, familiarity with the state stormwater design manual, stormwater inspection and maintenance certifications, closed circuit sewer televising certification from National Association of Sewer Service Companies (NAASCO).

We support training and growth, participating in professional organizations, and innovative ideas. There is no shortage of tasks, and you'll find lots of variety. You will be exposed to all aspects of local government and its infrastructure assets.

If you enjoy interacting with people in one of the coolest towns, crunching numbers and preparing reports, having a mix of office and field work or if you love technology and like to set your own schedule and daily tasks, you will have a fulfilling career with us.

See the [Utilities Department](http://www.hillsboroughnc.gov) at [www.hillsboroughnc.gov](http://www.hillsboroughnc.gov).