



ASSISTANT ROAD AND BRIDGE ENGINEER

Reeves County, Texas

EXECUTIVE
RECRUITMENT
PROVIDED BY





THE COMMUNITY

Welcome to Reeves County, a rural community of public trust, community engagement, and economic growth!

Located in the Trans-Pecos region of West Texas, Reeves County is bordered by New Mexico on its northern edge and the rugged Davis Mountains to its south. Altitudes, including those in the Davis Mountains, vary from 2,538 to 4,210 feet above sea level. Pecos, the county seat and largest city, is home to the Reeves County government offices.

With a population of 14,728 residents, Reeves County comprises 2,635 square miles. In 2020, it was named the #1 Most Dynamic Micropolitan area in the U.S. by the Walton Family Foundation for a second consecutive year. The County has also received other prestigious awards and grants in recent years, including the County Transportation Infrastructure Funds Grant, American Rescue Plan Act Funds, and the Texas Association of County Engineers and Road Administrators (TACERA) Award.

The area's roots in oil exploration run deep. In the early 1920s at the height of the Texas oil boom, Pecos was at the heart of oil exploration in the Delaware Basin, now better known as Texas's famed Permian Basin, the most prolific oil-producing province in U.S. history. Pecos lies 74 miles southwest of Odessa and is close to Interstate 10, I-20, I-20 Business, US Route 285, Texas State Highway 17, and State Highway 302.

Major employers in Reeves County include: Endeavors Federal Migrant Camp, Reeves County, PBTISD, Reeves County Detention Center, Reeves Regional Hospital, United Supermarkets, City of Pecos, Walmart, BPX, Permian Resources, Oxy, and Chevron. Oil and gas remain the leading industry in the area, but retail and tourism are rising growth sectors.

The Pecos-Barstow-Toyah Independent School District serves Reeves County, providing educational opportunities to almost 3,000 students from kindergarten through high school. Odessa College-Pecos, the largest extension site for Odessa College, is a public community college offering two-year associate degree programs. County healthcare facilities include the Reeves Regional Health Hospital and the Pecos Valley Rural Health Clinic.

Known as the "Home of the World's First Rodeo," Reeves County takes pride in its Western heritage. It is noted for its West of the Pecos Museum and Balmorhea State Park, as well as a variety of annual festivals and events, including Rodeo Week, Night in Old Pecos, Fourth of July Parade, Fall Fair & Livestock Show, Christmas Tree Lighting, Annual Cantaloupe Fly-In and Lions Club Pancake Breakfast, and more.

The county is part of the Texas Pecos Trail Region, stretching from Eagle Pass to Midland-Odessa and encompassing 22 counties. The region is home to rough canyons and mountains of the Chihuahuan Desert, making it a great place to enjoy some of the best outdoor experiences that Texas has to offer.

The average household income in Reeves County is \$57,487 and the average home value is \$83,054.

GOVERNANCE AND ORGANIZATION

Reeves County is governed by a five-member Commissioners Court consisting of four Commissioners elected from single-member districts (precincts) and a County Judge, who is elected at large. The County Judge and Commissioners serve four-year terms. Honorable Leo Hung has served as the County Judge for six years.

Positions appointed and/or confirmed by the governing body include the Reeves County Engineer by the Commissioners Court; Purchasing Agent by the County Judge and District Judge; and an auditor by District Judges.

The Commissioners Court exercises broad policy making authority and conducts the general business of the County, including adopting the County's budget and tax rate. The Commissioners Court is responsible for building and maintaining County roads and bridges. The County has also worked to provide quality of life improvements. These include a \$17 million state-of-the-art recreation center, a renovated golf course, and other recreational opportunities.

High profile major economic development projects underway or recently completed include:

- ▶ County Transportation Infrastructure Funds for the Reconstruction of County Road 118 and 131
- ▶ Completion of Bridge at County Road 447 Bridge
- ▶ Reconstruction of County Roads 310 and 436
- ▶ 4-H Building (underway)
- ▶ County Road 118 and 131 (underway)
- ▶ Rodeo Arena Phase 1 and 2 (underway)
- ▶ Golf Course Pavilions (underway)
- ▶ Waterpark
- ▶ Greenwood Cemetery waterline
- ▶ Safe Streets and Roads for All (SS4A) Program
- ▶ Veterans Park
- ▶ Jail Project

Reeves County has 86 employees and an annual budget of \$19,824,341. The ad valorem tax rate is \$0.37 per \$100 of valuation.

ABOUT THE DEPARTMENT

The Reeves County Road & Bridge Department is dedicated to providing the highest quality of service and ensuring that roadway rehabilitation projects are completed on time and within budget. Within the County, there are more than 580 centerline miles of roads for which the Road & Bridge Department is charged with maintaining and rehabilitating.

Currently, the budget approved by Commissioners Court provides an excess of \$5 million for projects to be completed during the current fiscal year. The road maintenance plan is set up on a rolling 10-year cycle. Each year the Department will complete 58 miles of roadway repairs.

The Road & Bridge Department, made up of 86 employees, is overseen by the County Administrator Office. This Office is dedicated to excellence in developing and maintaining an advanced infrastructure to meet the needs of the growing community.

Reeves County Road and Bridge Department Mission Statement

To preserve, improve, and construct Reeves County's infrastructure and facilities to provide effective, safe, and efficient protection of property, movement of people and goods, and access to county facilities for citizens of Reeves County.



ABOUT THE POSITION

Under the supervision of the County Road & Bridge Engineer, the Assistant Road & Bridge Engineer provides technical and engineering support to the Commissioners Court and County Departments. This position is responsible for preparing and/or obtaining necessary plans, drawings, and specifications for construction or repair of County roads, drainage facilities, and other county projects. They also review construction plans for subdivision infrastructure; inspect ongoing and completed projects; and prepare or confirm budget and construction cost estimates.

The Assistant Road & Bridge Engineer assists the County Engineer in administration of the County's subdivision and planning ordinances and its On-Site Sewage Facility Program. They interact daily with the public and resolve issues such as drainage, right-of-way, roadway, and County regulations. Supervising and inspecting County road, bridge, and building construction projects is part of the Assistant Road & Bridge Engineer's job, as is ensuring projects meet all Federal, State, and local design and construction standards and guidelines.

This position reviews, prepares, and acquires all regulatory permits and approvals required for project initiation, meeting and conferring with permitting officials in the field or office as needed. They perform hydrologic and hydraulic investigations and studies to prepare designs for storm water management and erosion control. This position collaborates in the evaluation, preparation, planning, and estimating of engineering projects.

Additional responsibilities of the Assistant Road & Bridge Engineer include:

- ▶ Directing the preparation of designs, budget estimates, and specifications for engineering projects such as roads, bridges, buildings, and other structures.
- ▶ Directing and participating in site surveys of projects, both in the planning phase and in progress.
- ▶ Preparing and monitoring program scheduling to meet completion commitments and deadlines within the construction season.
- ▶ Conferring with supervisors concerning project progress and recommending changes and modifications in design, specification, and estimates based on field conditions to solve problems in a timely manner.
- ▶ Reviewing right-of-way documents and maps for acquisition of right of way.
- ▶ Assisting the County Road & Bridge Engineer in monitoring departmental activities/operations. This includes determining priorities, training needs, record-keeping procedures, and appropriate expenditure/budget control.
- ▶ Assisting in the management of the Department by orienting and training new employees, coordinating work duties of personnel, conducting employee meetings, and assisting personnel with duties as needed.
- ▶ Providing feedback to the County Road & Bridge Engineer on performance of subordinates, including identifying strengths and weaknesses, providing employee development guidance, and participating in the hiring selection process.
- ▶ Reviewing all development plats and plans to ensure compliance with County regulations, orders, and policies.
- ▶ Directing Department activities and representing the Department in the absence of the County Road & Bridge Engineer.

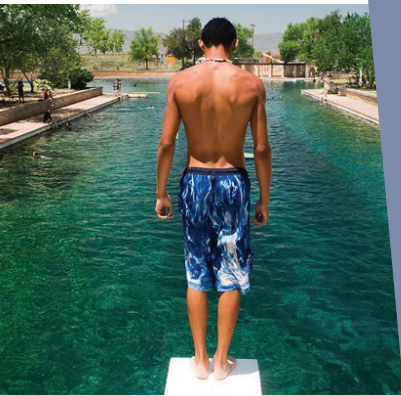


OPPORTUNITIES & CHALLENGES

Additional responsibilities of the Assistant Road & Bridge Engineer include:

- ▶ This position has diverse responsibilities, including wastewater, road and bridge design, and signage. There are currently many projects being planned and numerous agencies - both public and private - with whom the County needs to work and collaborate to accomplish these projects. Relationship building with these companies and agencies, as well as internal staff and employees, will be critical for success.
- ▶ There is high demand for infrastructure throughout the County, so this position will need to anticipate and plan for future growth in the area as well as get up to date on current and planned projects.
- ▶ The oil and gas industry is a big part of the community, which provides good funding for the County and creates the challenge of meeting high-demand needs for infrastructure. Being familiar with this industry is vital to this position.
- ▶ There is a high demand for qualified and dependable employees in the area, so this position should focus on staffing.





IDEAL CANDIDATE

Reeves County seeks an analytical and passionate leader with significant civil engineering experience to serve as its next Assistant Road & Bridge Engineer. The ideal candidate won't be afraid to work hard. Strong people-management skills are important, as is the ability to learn and understand the organization, including its culture, as well as a willingness to roll up their sleeves and get "into the trenches" with other employees. The next Assistant Engineer must know how to access and do research on records; mentor others; and read and interpret a variety of professional, engineering, technical, and administrative documentation, directions, instructions, methods, and procedures.

The ideal candidate will have a thorough knowledge of the engineering principles, laws and regulation, and requirements relating to the planning and construction of highways, rural roads, bridges, and related facilities. This includes permitting, state and federal aid, project development, and contract administration. The next Assistant Engineer will have exceptional knowledge of land and engineering survey systems, as well as methods and techniques, including the ability to read and write legal descriptions.

Other attributes of the ideal candidate include someone who can learn new methods and techniques of civil engineering design standards, software, construction, and contract administration. A general knowledge of local government law and property law is important. The chosen candidate will possess excellent communication skills and be able to express themselves clearly and concisely, both verbally and in writing. They will analyze complex problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals, which may involve more than one department.

EDUCATION AND EXPERIENCE

This position requires a bachelor's degree in civil engineering, mechanical engineering, or a related field, plus two (2) years' experience in civil engineering related to current methods and techniques as applied to the design, construction, and maintenance of highways, bridges, and related facilities. Must be a Licensed Professional Engineer (PE), with the requirement to obtain a PE license in the State of Texas within six months of being hired. Candidates with an Engineer In Training (EIT) certification will also be considered. A general knowledge of basic hardware and software and uses of a variety of different computer operating systems, such as Microsoft Office Work, Excel, Outlook, Arc GIS, and AutoCAD, is required. A Class C Texas driver's license with a good driving record, or the ability to obtain one within 90 days, is required. Must possess or obtain within six months of employment a Designated Representative License issued by the Texas Commission on Environmental Quality.

Must be able to work independently and willing to work outside of normal business hours. Exposure to cold, heat, noise, outdoors, vibration, confined workspaces, chemicals, explosive materials, mechanical hazards, and/or electrical hazards is part of the job. Being bilingual is beneficial and preferred.

COMPENSATION AND BENEFITS

Reeves County offers a competitive salary of up to \$160,000, commensurate with qualifications and experience. The County offers a generous benefits package, including County-paid health and vision insurance; County-paid life insurance; paid sick leave, vacation, and holidays; and reduced-rate housing. The County participates in the Texas County & District Retirement System (TCDRS) at a 7% employee deposit rate and a County-matching ratio of 2:1.



APPLICATION PROCESS

[Please apply online](#)

For more information on this position, contact:

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Reeves County is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists will be subject to a comprehensive background check.

RESOURCES

Reeves County
reevescounty.org

Road & Bridge Department
reevescounty.org/departments/road-bridge/road-bridge

Office of the Administrator
reevescounty.org/departments/administration

Pecos Economic Development Corporation
pecosedc.com

Visit Pecos
visitpecos.com

Reeves County Emergency Service Districts
reevescounty-esd.com

