

Director of Infrastructure Engineering

Department: Infrastructure Engineering
Reports To: Executive Director
Location: Covington, Kentucky (on site)
Status: Full-time, Exempt

Position Summary

Every development in Kenton County starts with the roads, curbs, sidewalks, and utilities beneath it. As Director of Infrastructure Engineering, you will make sure that infrastructure is built right.

You will lead a team of inspectors and plan reviewers who carry projects from the first earthwork to final acceptance, and you will keep the Kenton County Subdivision Regulations current as state law and industry practice change. You will present recommendations to the Kenton County Planning Commission and work regularly with local government officials, developers, contractors, and engineers. The role combines office and field work and has a direct, lasting impact on how the county grows.

We are looking for a proven leader with a background in civil engineering or construction management, a practical understanding of how public infrastructure is reviewed and built, and the communication skills to explain regulations clearly to every audience.

Salary is negotiable, with an anticipated starting range of \$106,000 to \$112,000.

Essential Duties and Responsibilities

Directs the administration and operation of the Infrastructure Engineering Department, ensuring that public infrastructure in new developments is designed, constructed, and accepted in accordance with the Kenton County Subdivision Regulations.

Department Leadership

- Prepares, implements, and monitors the departmental budget.
- Hires, trains, supervises, and evaluates Infrastructure Engineering staff, including inspectors and plan reviewers.
- Promotes a strong customer-service culture and models courteous, respectful treatment of the public.

Subdivision Regulations

- Administers and enforces all aspects of the Kenton County Subdivision Regulations.
- Monitors proposed state legislation and recommends amendments to the subdivision regulations as needed.
- Prepares staff recommendations and presents them to the Kenton County Planning Commission.

Plan Review, Inspection, and Acceptance

- Oversees the review of infrastructure plans and subdivision plats for compliance with the subdivision regulations.
- Oversees the review of traffic impact studies submitted with development proposals.
- Oversees field inspection of public infrastructure construction.
- Oversees administration of performance bonds for incomplete infrastructure, including bond reductions and releases.

Coordination and Public Service

- Leads regular discussions with contractors, developers, and engineers to address industry concerns and communicate regulatory changes.

- Provides engineering assistance to other PDS departments as needed.
- Performs other duties as assigned.

Qualifications

Minimum Qualifications

- Bachelor's degree from an accredited college or university in civil engineering, construction management, or a closely related field. An equivalent combination of relevant education and experience may be considered.
- At least seven years of progressively responsible experience in civil engineering, construction management, or public works, including at least five years in a supervisory role.
- Working knowledge of design and construction standards for roads, storm sewers, sidewalks, and related public infrastructure.
- Excellent written, verbal, and presentation skills, including the ability to prepare clear, well-organized staff reports.
- Strong critical thinking skills and the ability to make sound decisions on complex technical issues.

Preferred Qualifications

- Familiarity with Kenton County, its 19 cities, and their development patterns.
- Licensure as a Professional Engineer (PE) in the Commonwealth of Kentucky.
- Knowledge of civil site preparation and geotechnical engineering principles, and familiarity with civil design, GIS, and electronic plan review software.

Special Requirements

- Must possess, or be able to obtain upon hire, a valid driver's license and be insurable on the agency's auto insurance policy.
- Must be able to obtain and maintain any other licenses or certifications necessary to perform the duties of the position.

Working Conditions

Schedule

Regular hours are Monday through Friday, 8:00 a.m. – 5:00 p.m. Evening and weekend work is required as needed, including a standing evening meeting on the first Thursday of each month.

Physical Demands and Equipment

- Field inspection of active construction sites involves walking uneven terrain, climbing in and out of trenches or embankments, and working outdoors in all weather.
- Uses a PDS or personal vehicle for field work.
- Standard office software and equipment, along with engineering, GIS, and electronic plan review applications.

This description presents the general nature and range of duties performed by employees in this position. It is not an exhaustive list of all duties, responsibilities, or requirements, and duties may change at any time with or without notice.

Planning and Development Services of Kenton County is an Equal Opportunity Employer and does not discriminate on the basis of any characteristic protected by law.