



HAYS COUNTY JOB POSTING

Job Title	Lead Inspector	Job Number	202200421
Department Head	Transportation	Date Open	August 25 th , 2023
Salary Range Minimum	\$59,191-\$88,787 Annually	Application Deadline	Until Filled

In order to be considered for employment with Hays County submit the following documents:

- Hays County Application
- Cover Letter
- Resume

Find Hays County Employment Applications at:

- Hays County website – www.hayscountytexas.com

Education and/or Experience

An equivalent combination of education and experience may be substituted on a year for year basis.

- Requires a High School Diploma or GED.
- Prefer Bachelor's Degree or equivalent training in the area of civil engineering, construction management, or related field.
- Requires two years experience in road construction or conducting environmental inspections and studies.

Other Qualifications, Certificates, Licenses, Registrations

- Class C driver's license.
- Ability to maintain continuing education requirements for the State of Texas.
- NICET level certification in Highway Construction preferred.
- Certification with Texas Asphalt Pavement Association preferred.
- Certified Professional in Erosion and Sediment Control preferred.

Responsibilities

- Supervises, schedules, and coordinates inspections of all construction within the public right-of-way in Hays County, including subdivision construction, road improvement construction, driveway construction, utility construction, and other street related operations.
- Performs inspections of all construction within the public right-of-way in Hays County, including subdivision construction, road improvement construction, driveway construction, utility construction, and other street cuts.
- Reviews plans and plats as needed.
- Reads and interprets construction plans and blue prints.
- Performs differential leveling and construction surveying on County projects as needed
- Inspects and approves construction during all phases.
- Verifies that construction follows the approved plans.
- Supervises soils and compaction tests.
- Observes and approves geo-technical testing.
- Verifies that appropriate construction methods are used.
- Issues stop work orders and changes orders when necessary.
- Ensures that street and sidewalk repairs meet County codes and standards.
- Reviews and approves pay estimates for county projects.
- Monitors, oversees and approves work performed by contractors on County projects.
- Provides technical assistance and education to citizens, community, and special interest groups, and developers on environmental and engineering codes, requirements, and regulations.
- Provides testimony for enforcement cases.
- Initiates enforcement actions for non-compliance with environmental and drainage regulations.
- Performs site investigations and evaluates best management practices for erosion and sedimentation control and tree preservation and for compliance with landscape and tree ordinances.
- Performs other duties as assigned.

Summary Essential functions, as defined under the Americans with Disabilities Act, include the responsibilities, knowledge, skills, and other characteristics listed below. This list of responsibilities is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Other duties may be assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



Summary

Under limited supervision, the Lead Inspector supervises, coordinates, reviews, and inspects construction and development of Hays County projects to ensure compliance with standards, contract requirements and schedule. The Lead Inspector uses professional skills and knowledge to perform a wide range of technical methods and techniques to develop procedures, principles, concepts and methodology. The work involves treating a variety of problems, and situations including interpreting information and refining methods. This position affects Hays County policy, the well being of other persons, the general public, and organizations as a whole.

Hays County is an EEO employer. In compliance with the Americans with Disabilities Act, Hays County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

An offer of employment is contingent upon successful completion of background checks, including reference checks, criminal history, and driver's license checks and driving history.