



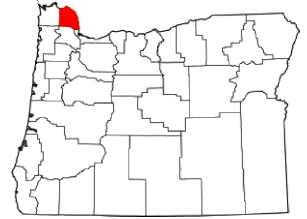
# Columbia County

## Employment Opportunity

### Human Resources Department

230 Strand, St. Helens, OR 97051 Phone: (503)397-3874

[www.co.columbia.or.us](http://www.co.columbia.or.us)



Columbia County has a population of approximately 50,000 and is bordered on the east by the Columbia River, on the south by Multnomah County and Washington County, and on the west by Clatsop County. The southern County line is approximately 30 minutes from Portland, the largest metropolitan area in Oregon. The western County line is approximately 30 minutes from the Pacific coast. The County seat is located in St. Helens as are the Road Department administration offices and St. Helens Shop with Shops also in Clatskanie, Rainier and Vernonia. The Road Department is responsible for 542 miles of roads with 22 employees (14 Road maintenance, 3 equipment maintenance and 5 administration) and a budget of approximately \$7 million.

**POSITION: ROAD DEPARTMENT DIRECTOR (ROADMASTER).** This position is a full-time management position, Civil Service exempt, FLSA exempt and not represented by a bargaining unit. The position reports directly to the elected three member governing Board of County Commissioners. The anticipated start date for this position is mid-December 2017.

**ANNOUNCEMENT #:** 17-469      **DEPARTMENT:** Road Department

**SALARY:** \$7,594 - \$9,653 per month. Appointment in range at hire will be negotiable. Excellent benefits, including paid PERS contribution and family health insurance plus generous leave benefits. See attached list.

**CLOSING: OCTOBER 13, 2017.** Application must be **received** electronically by 5:00 pm on the closing date. **Applications will only be accepted via online submission**

**DUTIES:** Responsible for all aspects of the professional performance and administration of the Road Department. Plan, organize and direct all Departmental activities, including those with other governmental units and private organizations. Work directly with a wide range of community groups, public and private sector officials, County employees, individual citizens and as part of the County management team.

**TO QUALIFY:** Seven years of progressively responsible experience in the field of Civil Engineering (specifically road construction and maintenance) which includes at least two years of experience in a supervisory capacity. Possession of a Bachelor's degree from an accredited college or university in Civil Engineering, Public Administration or a related field. Any satisfactory combination of experience and training which demonstrates the ability to perform the above duties may be acceptable.



**TO APPLY:** Applicants **MUST** submit a Columbia County application form and resume. The application form must be filled out completely for consideration. Incomplete applications or applications not formatted as required will not be accepted. A thorough background check, including criminal history will be conducted of final candidates. Columbia County applications are mandatory. Complete the application online and email with a resume (saved in PDF format) to [HRJobs@co.columbia.or.us](mailto:HRJobs@co.columbia.or.us)      **An Equal Opportunity Employer** (a copy of the County's EEOP is available by calling the number above)

## Benefits Offered by Columbia County for this Position

Salary:	Listed in the announcement
Full time work week:	40.0 hours
Medical/dental insurance:	Currently 100% paid for HMO through the family level by the County Low copays and deductibles
Life insurance:	\$40,000
PERS/OSPRP:	6% of gross monthly salary paid by County into employee account Plus additional portion paid for eventual retirement pension
Holidays:	10.5 holidays per year plus 2 additional floating holidays
Sick leave:	One day accrued each month; maximum accrual of 2080 hours Half of accrued sick leave paid at retirement
Vacation leave	Years 1-5 12 days accrued each year Years 6-10 15 days accrued each year Years 11-15 19 days accrued each year Years 16-20 21 days accrued each year 20+ Years 24 days accrued each year Maximum accrual of 400 hours
Other leaves	Paid bereavement leave, personal leave, jury/witness duty leave
VEBA	County contributes each year to a medical savings account to reimburse employee for deductibles, copays, non covered medical expenses
Other	Flexible spending accounts, AFLAC supplemental insurance, discounted health club membership, etc.

NOTE: Benefits may vary from those listed above subject to employment status and the various collective bargaining unit agreements and may change over time.