

Board of Levee Commissioners
FOR THE
Yazoo-Mississippi Delta
CLARKSDALE, MISSISSIPPI
38614

MR. JIMMY SCOTT
PRESIDENT

Post Office Drawer 610
Phone: (662) 624-4397
Fax: (662) 624-2450

NOTICE

The Board of Levee Commissioners for the Yazoo-Mississippi Delta, Clarksdale, Mississippi is now accepting applications only until 5:00 p.m. on September 30, 2020 for the following:

CHIEF ENGINEER

- All applicants must have graduated from an ABET-accredited Civil Engineering Program and be a Licensed Professional Engineer in the State of Mississippi.
- The applicant must possess a minimum of 5 years of experience as a Licensed Professional Engineer.
- The applicant must also possess experience in Administration and Management, Leadership, Oral and Written Communication and Technical competency in engineering.
- This position requires some travel.
- The applicant must be physically fit and be willing to work part of the time outdoors.
- The successful candidate will be required to pass a drug test before being employed. The Yazoo-Mississippi Delta Levee Board does participate in a random drug testing program.

The Yazoo-Mississippi Delta Levee Board is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, age, national origin or disability.

For a full list of the required job duties, please contact Kim Easley at 662-624-4397 or visit the Levee Board's website at leveeboard.org for information and an application. Applications may also be picked up at the office located at 140 Delta Avenue, Clarksdale, Mississippi by appointment.

JIMMY SCOTT, PRESIDENT

YAZOO-MISSISSIPPI DELTA LEVEE BOARD

CHIEF ENGINEER JOB DUTIES AND EXPECTATIONS

- Oversee policies, procedures, protocols and controls of Levee Board operations.
- Approve all Levee Board purchases made by department heads.
- Set short-term and long-term goals and objectives for staff.
- Develop, plan and coordinate all Levee Board engineering projects.
- Oversee all survey related issues.
- Attend flood control meetings and seminars to keep up to date with flood control issues.
- Compile data and information used for Congressional visits to Washington D.C.
- Help with training engineering department employees in the proper use of engineering and surveying software.
- Help with training engineering department employees in the proper use of surveying equipment.
- Assist cities, towns and county boards of supervisors within levee board district with flood control issues.
- Attend public hearings held by the Mississippi River Commission and provide testimony concerning current and future flood control funding needs.
- Oversee and inform Board of all activities carried out by Levee Board consultants.
- Oversee and coordinate all flood fight operations during high water.
- Assist the U.S. Army Corps of Engineers in gathering preliminary data to be used in developing plans and specifications for future flood control projects to be constructed along the mainline levee, such as berm extensions and relief wells.
- Perform presentations to local rotary clubs and various other groups to help educate citizens about the importance of flood control and to share the Levee Boards mission concerning flood control.
- Coordinate all Levee Board monthly board meetings. (set up committee meetings and times, etc.)
- Assist Board with developing policies and procedures for Levee Board operations.
- Assist all Board members with flood control issues when needed or requested.
- Set priorities and convey production goals for all Levee Board departments.
- Prepare a yearly operating budget for the Levee Board.
- Comply with all Agency Policies and Procedures.
- Follow YMD Levee Board chain of command policy.
- Ensure that all employees adhere to all YMD Levee Board policies and Procedures.
- Provide Technical Assistance to all departments as needed or requested.
- Know the location and work schedule of all department heads on a daily basis.
- Do any and all other duties as assigned by the Board.
- Ensure that all department heads create and maintain an inventory of all Levee Board equipment.
- Have and promote a positive attitude toward work.
- Keep assigned vehicle clean and properly maintained.
- Do not use levee board vehicle for personal use.
- Periodic evaluations of job performance to be made by the Board.