

## **Assistant Engineer, City of South Haven**

The City of South Haven is seeking to fill the position of Assistant Engineer to perform field surveys, drafting, inspections, maintenance, construction and record keeping. Primary responsibilities include:

- Reviews any proposed plans for compliance with City Ordinances.
- Performs site plan review for engineering, water, sanitary, storm, and streets.
- Writes property descriptions for sales of land and easements for utilities.
- Prepares and submits the conditions report for Act 51.
- Transfers field surveys into working drawings.
- Performs inspections on specific City projects.
- Complete and maintain all needed repairs on City Facilities and grounds.

Successful candidates will have a bachelor's degree in civil engineering or equivalent. Possession of Fundamentals in Engineering certificate is preferred.

The salary range for the position is competitive, with an excellent benefits package.

Please send completed application, cover letter and resume to [dlull@south-haven.com](mailto:dlull@south-haven.com) or Human Resources Department, City of South Haven, 539 Phoenix Street, South Haven, MI 49090. Deadline for application is December 7, 2018. The City of South Haven is an Equal Opportunity Employer.