ENGINEERING ASSOCIATE – POSITION #K0241263

If you're looking for a rewarding career, working alongside dedicated colleagues who share your conservation values and love of outdoor recreation, you’ll feel right at home with the Kansas Department of Wildlife and Parks (KDWP). As a member of the KDWP team, you’ll work together to conserve Kansas wildlife and its habitats, while also ensuring our citizens enjoy and appreciate the state’s diverse natural resources. KDWP offers competitive pay; paid sick, vacation, maternity, and paternity leave; first day health insurance; and retirement benefits.

We welcome diversity because a diverse workforce makes us stronger. Please take a moment to read the job announcement below and consider the possibilities.

This unclassified, full-time position in the KDWP Engineering Section is directly supervised by Brett Blackburn, Chief Engineer. The physical location of this position will be dependent upon the qualifications of the successful candidate, agency needs, and availability of office space, subject to prior approval.

The incumbent is responsible for planning design, budget management, and construction oversight of a wide range of engineering projects, including but not limited to small buildings, parking lots, roads, campground utilities and development, shooting ranges, trails, boat ramps, docks, marsh, bridge, dam, and fisheries projects. Projects must be coordinated with other divisions within the Department and frequently involve the expertise of a consultant. Projects are to be designed with particular concern regarding environmental impact, using engineering and safety best management practices while adhering to approved budgets. When necessary, services of an outside consultant may be needed for data collection, survey, design, or construction inspection/administration. This position will contract with and serve as primary contact with the consultant and will have complete oversight of the consultant’s work. This position is expected to have complete responsibility for multiple projects in varying stages of planning and programming, as well as design and construction, involving millions of dollars at any one time. The incumbent must prioritize projects and coordinate with the public, other Department divisions, other governmental agencies, and consultants to keep projects on timelines and within budget. This position ensures that all projects and programs have appropriate environmental, state, and federal permits; and makes modifications to the project scope as appropriate to attain the environmental goals of this agency. Consultant’s work is reviewed to ensure adequate data is collected, the design is feasible, conforms with environmental regulations, and all necessary environmental, state, and federal permits are obtained. The position participates in environmental assessments and studies for projects being managed; participates in reviewing statewide projects being considered in the comprehensive planning process, prepares written evaluations of proposed projects based on issues such as environmental impact, safety, feasibility, land utilization, and departmental goals. This position inspects Department-owned dams, levees, and other infrastructure; will assist in proposing a maintenance programs, and help provides maintenance cost estimates. This position assists in performing annual Department facility or infrastructure inspections; provides technical assistance to managers and KDWP staff in the development of capital improvement projects; and other duties as assigned by the Chief Engineer. Responsibilities will include developing plans and specifications for projects.

**BENEFITS:** Beginning hourly wage, $26.90/hour - $29.80/hour; immediate group health and life insurance coverage; retirement; optional deferred compensation, dental and vision options; holidays; and sick, vacation, and parental leave.

**MINIMUM REQUIREMENTS:** Bachelor’s degree in engineering, engineering technology, or construction project management with 3-5 years of experience. Other degrees relating to this field may be considered as determined relevant by the agency. Experience may be substituted for education as determined relevant by the agency. An Engineer in Training, Fundamentals of Engineering Certificate, or Professional Engineer License is preferred. Candidates with previous experience in supervising construction-related activities and project management may be given preference. Candidates must possess and maintain a valid driver’s license and pass a background check.

**HOW TO APPLY:** Go to the State Employment Center at [https://admin.ks.gov/services/state-employment-center](https://admin.ks.gov/services/state-employment-center) and
follow the directions below:

- Click in the middle under the Sunflower. From there either Sign into your existing account or Register for a new account.
- Review and complete your contact information on the My Contact Information page. Please make sure to include your email address.
- Upload documents listed in the Required Documents section of this job posting to the appropriate location.
- Complete and Submit your application.
- Check your email and My Job Notifications for written communications from the Recruiter.
  - Email - the email listed on the Careers>My Contact Information page.
  - Notifications - view the Careers>My Job Notifications page

The following are the required items to apply:

1) a letter of interest
2) a detailed resume; including a valid e-mail address
3) transcript material, if applicable, (copies of official transcripts or unofficial student copies are acceptable as long as degree is conferred)
4) Employment application – this is automatically generated from the information which is input into the system
5) an Authorization to Release Information form** (this can be found at the following website): https://www.ksoutdoors.com/news/KDWP-Info/Jo...Application-Additional-Info

**Please note, this form must either be witnessed and signed by a Kansas Department of Wildlife and Parks employee or signed in front of and notarized by a notary public. We reserve the right to conduct a background check on all qualified applicants.

Incomplete applications will not be considered. A complete application packet must be submitted for each position. We no longer make copies of previous applications. Submitted application materials will be reviewed in Pratt to assure that the position minimum requirements are met, and those meeting the minimum requirements will be forwarded to the respective division for interview selection.

Applicants are notified whether or not they are selected to interview. The interview is generally a one-time, panel interview consisting of position-specific questions for all applicants (same questions for each applicant), with the selection being made after all candidate interviews are completed.

Veterans’ Preference Eligible (VPE): Former military personnel or their spouse that have been verified as a “veteran” under K.S.A. 73-201 will receive an interview if they meet the minimum requirements of the position. The veterans’ preference laws do not guarantee the veteran a job. Positions are filled with the best qualified candidate as determined by the appointing authority. Additional VPE information can be found at https://admin.ks.gov/services/state-employment-center/veterans. Applicants claiming veterans’ preference for the first time must mail a copy of your DD-214 to the Office of Personnel Services, 900 SW Jackson, Room 401-N, Topeka KS 66612, or FAX to 785/291-3715.

DEADLINE TO APPLY – December 16, 2022

The State of Kansas is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Act and would like to request an accommodation, please address the request to the recruiter.