



DEPARTMENT OF PUBLIC WORKS  
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## JOB ANNOUNCEMENT

### **RIGHT OF WAY MANAGER PART-TIME or RIGHT OF WAY MANAGER FULL-TIME CITY OF ROLLA PUBLIC WORKS DEPARTMENT**

**Grade Classification:** Starting Salary, DOQ  
PT or FT – G15 \$25.81- \$34.18 hourly;

**FLSA:** Part-Time or Full-Time

**The Position:** The Right of Way Manager fully evaluates current resources within the assigned section as well as pertinent related resources in the engineering department and privately-owned utilities and telecommunications companies. Specifically this position will administer and enforce the Right of Way Management Program; negotiate right of way management permits and related services for telecommunications providers and utilities to assure equitable recovery of revenue for use of and damage to public right of way and protection of public interests; overseeing City public works projects and activities and the inspection of the work of private contractors on City funded public works construction projects.

The Right of Way Manager is expected to exercise considerable initiative and independence in the management of the Right of Way Program. This position receives general direction and supervision from the Public Works Director, who reviews the results of work for technical correctness and sound engineering judgment. Feedback on strategies and performance of this position is also provided by the RMU General Manager (RMU paying 50% of the cost).

**Desired Minimum Qualifications:** Any combination of training, education, and experience equivalent to graduation from an accredited college or university with a Bachelor's Degree in Civil Engineering, Computer Science, Planning, Real Estate, or a closely related field.

Extensive (5+years) increasingly responsible professional experience in engineering, construction and maintenance of streets, and/or construction and maintenance of utility projects.

Demonstrated ability to develop and maintain effective working relationships with contractors, developers, architects, property owners, and the general public;

**Physical Demands (ADA):** The physical demands are contained in the full job description and are representative of those that must be met by an employee to successfully complete the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Application Deadline:** Position open until filled. Persons interested in this position should submit an application to Rolla City Hall, Public Works Department, 4<sup>th</sup> floor, 901 North Elm Street, Rolla, Missouri, 65401. Full Job Description available at City Hall, Public Works Department, 901 North Elm Street, Rolla, Missouri, 65401 or on-line at [rollacity.org](http://rollacity.org). For the full job description go to <https://www.rollacity.org/employment.shtml>

EMPLOYER COMPLIES WITH ALL ADA REQUIREMENTS