

**ZEBULON**

NORTH CAROLINA

# Zebulon

## North Carolina



Invites your interest in the position of

# Town Engineer





Are you an experienced engineer with expertise in transportation and stormwater management? If so, the growing [Town of Zebulon](#) in desirable Wake County, NC, invites you to apply to be its *first* **Town Engineer**. Joining a community with a customer-oriented culture, the **Town Engineer** is responsible for developing and maintaining public infrastructure, including town streets, sidewalks, and stormwater systems. This opportunity is for the professional who has a passion for public service and is eager to make a significant difference in the quality of life for Zebulon's residents and visitors.

The **Town Engineer** will work on projects from conception to completion and utilize their communication skills to educate, inform, and engage stakeholders throughout the project management process. The ideal candidate for this position is an engineering generalist with broad general engineering knowledge, the ability to combine ideas from diverse engineering fields, and convey to a general audience.

**Upon their appointment, the Town Engineer will thoroughly evaluate the needs of the community and prioritize the following tasks:**

- Review the Town's current development plans to ensure compliance with adopted plans and ordinances for stormwater management, roadways/traffic control, and multimodal transportation, and ensure compliance with future development plans.
- Administer the Town's Stormwater Management Program (MS4 - municipal separate stormwater sewer system) and work closely with the Public Works Department, which handles maintenance of the stormwater management infrastructure.
- Plan, develop, and implement multimodal transportation for the Town to include walking, bicycling, greenways, and bus while ensuring standards and specifications in the Unified Development Ordinance are followed.
- Oversee project management for several of the Town's capital improvements projects (i.e., stormwater improvements, thoroughfare widening, facility expansions, sidewalk, and traffic light installation); seek and pursue grants and low-interest loans to help fund the town's capital projects.
- Play an instrumental role in developing the value, scope, and financing of FY '25 bond referendum and the five-year capital improvement plan.



## About the Organization and Position:

The Town of Zebulon operates under a Council/Manager form of government. Zebulon's proposed [FY 23-24 budget](#) of \$22.3M supports 95 highly-skilled staff across seven (7) departments. Zebulon is committed to enhancing the quality of life of its residents by delivering excellent, friendly services and fostering collaboration within our community. With a focus on ensuring that Zebulon grows smart, maintains its small-town life, and has a vibrant downtown, the town's [strategic plan](#) provides strategic priorities for the next seven years.

Reporting to the Town Manager, the **Town Engineer** is responsible for planning and directing engineering projects, enforcing stormwater regulations, reviewing development plans, and administering engineering contracts. The **Town Engineer** is the point of contact with State and local partners, including NCDOT. The ideal candidate is an impeccable decision-maker who makes swift and strategic decisions.

This highly engaging role is for the professional who embraces a collaborative, team-centric working environment. The **Town Engineer** will work collaboratively with the Public Works Director on MS4 compliance and the Planning Director on plan review while also serving as a vital member of the Town's Technical Review Committee. Demonstrating their highly effective communication skills, the **Town Engineer** must explain complex technical/engineering matters in an understandable way to elected officials, the development community, residents, and staff.

Zebulon's first **Town Engineer** works independently yet enjoys engaging with people to communicate, motivate, and strategically partner to accomplish the goals of the town. The Town Manager desires a **Town Engineer** who is an innovator and an excellent problem solver—someone who demonstrates confidence to try new approaches and methods and is adaptable and flexible. As the new engineering department grows in capacity and capability over time, the **Town Engineer** will ultimately oversee staff involved in development and capital projects. Therefore, the ideal candidate can manage and direct staff effectively.

## Qualifications:

A bachelor's degree in engineering with five years of progressive supervisory and project experience **is required**. An equivalent combination of experience and education will be considered. Experience with bidding capital projects, stormwater management, and multimodal transportation, specifically transportation planning and traffic calming for a local government, *is preferred*. Registration as a Professional Engineer in the State of NC is preferred, or the ability to obtain within a negotiated time frame. Zebulon is an Equal Opportunity Employer.







## The successful candidate:

- demonstrates considerable knowledge of roadway construction/maintenance and stormwater systems;
- has an awareness of and experience in existing trends that impact engineering projects such as utilities, floodplain management, and transportation initiatives;
- reads and interprets construction and as-built drawings and recognizes deviations that may occur in the field;
- interprets codes and ordinances and their application to specific situations;
- has a working knowledge of encroachment agreements and easements;
- utilizes technology, including digital review software, digital design software, and mobile applications;
- has a deep understanding of applicable federal, state, and local laws, codes, and regulations governing the administration of transportation and stormwater programs and public utility functions and activities;
- navigates the perspectives of regulators and developers with the needs of the town;
- builds collaborative external relationships with NCDOT, contractors, developers, engineers, architects, and business leaders to meet town goals effectively;
- effectively understands and utilizes budgeting and funding initiatives, such as grants, bonds, and other financing strategies for the town's projects;
- leverages internal relationships with town departments to seek win-win solutions to complex problems;
- commits to outstanding customer service and collaborative approaches to resolving conflicts and differences of opinion while supporting and advocating for the department and town regulations;
- is experienced in strategic planning and effectively manages complex projects with multiple stakeholders, goals, and agendas;
- communicates excellently and effectively, including one on one, small groups, and public speaking, and confidently and persuasively engages community members and groups, staff, and Council; and,
- is an effective listener who seeks input from relevant parties and realistically assesses plans.

## About the Community:

With a population of nearly 10,000, Zebulon is Wake County's easternmost town and is located just 20 miles from North Carolina's Capital City of Raleigh. Zebulon is a charming small town known as *"The Town of Friendly People."* Residents enjoy a small-town feel while having all the amenities and access to Raleigh's metropolitan area of 1.5 million people. Experiencing similar growth patterns to the region, the Town's population grows and diversifies by as many as seven people daily. Current strategic planning and development forecasts estimate that Zebulon's population will nearly double by 2030.

The town is home to the Milwaukee Brewer's single A affiliate [Carolina Mudcats](#) and Five County Stadium. Zebulon's premier industries include GlaxoSmithKline, Nomaco, Vinventions, US Foods, and Truist Data Center (formerly BB&T). Zebulon's historic downtown features the award-winning Olde Raleigh Distillery and the world-class [MacLellan Bagpipes](#), the only bagpipe manufacturer in North America.

Wake County and its communities have received national and international rankings and accolades from publications such as *Money*, *Fortune* and *Time* magazines as one of the best places to live and work. Its world-class healthcare, higher education, public school system (the largest in the state), and variety of entertainment provide ample opportunities for Zebulon's residents. Zebulon is bordered by four counties and boasts easy access to many points of interest, including Raleigh-Durham International Airport and Research Triangle Park. The town is approximately 3 hours from the mountains of North Carolina and 2 hours from Atlantic Coast beaches.

## Salary and Benefits:

The salary range for this position is \$93,343 - \$140,015. Starting salary is dependent upon qualifications and experience. Zebulon offers a competitive benefits package including paid medical, dental, vision and life insurance, 5% contribution to 401k, state retirement, 12 paid holidays and birthday time off.

To apply, please visit

<https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Town Engineer – Town of Zebulon, NC** title. **Please note the following:**

- All applications must be submitted online via the Developmental Associates application portal (link above) – NOT the town's employment application portal, nor any other external website.
- Resumes and cover letters must be uploaded with the application.
- Applicants should apply by **August 20th, 2023**.
- The Town Manager will invite successful semi-finalists to participate in virtual interviews and skill evaluation on September 19<sup>th</sup> – 20<sup>th</sup>, 2023. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.
- Direct *inquiries* to: [hiring@developmentalassociates.com](mailto:hiring@developmentalassociates.com).

[Developmental Associates, LLC](#) manages the recruitment and selection process for this position. To learn more about our selection process, visit <https://developmentalassociates.com/client-openings/>, select "Client Openings," and scroll down to "Important Information for Applicants."



## Employee Benefits

Annual Leave

Sick Leave

Petty Leave

Holidays

Maternity/Paternity Leave

Bereavement Leave

Civil Leave

Military Leave

FMLA Leave

Social Security Deductions

Workers' Compensations Salary Supplement

Credit Union

Health Insurance

Dental Insurance

Vision Insurance

Supplemental Insurance

Disability Insurance

Life Insurance

Flexible Spending Accounts

Death Benefit

Retirement System/Deductions

Supplement Retirement

NC529 Plan

COBRA

**ZEBULON**  
NORTH CAROLINA