

**OKLAHOMA CONSERVATION COMMISSION
AML PROGRAM ENGINEER**

1. Participates in AML project selection.

Participates in field investigations of AML sites including recommending reclamation alternatives.

Participates in prioritizing sites for various FY funding.

2. Coordinates and participates in the planning and design of AML projects.

Recommends whether the design should be done by Conservation Commission staff or contracted to large Architect/Engineering firms, based on a knowledge of the complexity of the site and available technology.

Leads the screening and negotiations, including preparing all technical and administrative requirements, for contracting with Architect/Engineering firms.

Reviews in detail the preliminary and final design of technical personnel or Architect/Engineering firms for both design and performance standards adequacy.

Prepares the final bid package, including plans, specifications and special provisions, for bidding through the State Department of Central Services.

3. Coordinates and supervises preconstruction functions.

Selects the project inspector to monitor construction activities.

Conducts or supervises the pre-bid conference with potential contractors.

Analyzes the bids and checks the lowest bidder(s) for responsiveness.

4. Coordinates and supervises active AML construction work.

Periodically visits the site and gives technical direction to the project inspector.

Negotiates non-routine changes or claims.

Conducts the final inspection and determines if all contractual requirements have been met.

5. Participates in postconstruction monitoring of AML project sites.

Checks each completed site at least once a year for reclamation adequacy.

Implements construction maintenance program.

6. Participates in other duties as needed.

Develops design standards and/or Agency policies, rules and regulations.

Represents Agency on national and regional committees.

Coordinates specialized agency programs, functions, and activities.

Must have at least a bachelor of science degree in agricultural or civil engineering. Applicant must be a registered professional engineer 4 or more years experience in civil engineering (design and construction).

This is an unclassified position.