

Roads and Transportation of Deputy Director – Jefferson County

Job Announcement Material

Open November 2, 2025

Close December 7, 2025

****Please announce in the order that the content appears in this document, if possible.**

Close Date: December 7, 2025

This job is not part of the Merit System and, therefore, is neither subject to the Rules & Regulations of the Personnel Board nor provided the rights of a Merit System. Should you have additional questions about this position, please contact the Jefferson County Human Resources Department at 205-325-5249.

SUMMARY AND JOB DESCRIPTION

The Deputy Director of Roads and Transportation, under the direction of the Director of Roads and Transportation, provides executive-level oversight of daily departmental operations to ensure the efficient and effective delivery of roadway, bridge, drainage, and infrastructure services across Jefferson County. This position manages and directs activities related to road and bridge construction and maintenance, guardrail repairs, stormwater and MS4 compliance, property acquisition, signage, permitting, transportation and county planning, subdivision, utilities, and waste management. The Deputy Director ensures operational consistency, compliance with regulations, and alignment with departmental goals and strategic priorities.

The Deputy Director assists the Director in planning, organizing, directing, and evaluating all functions within the Roads and Transportation Department. This includes coordinating funding and resources, developing and executing the Capital Improvement Program, and overseeing division managers responsible for road maintenance, engineering, permitting, and environmental services. The position provides policy guidance, ensures fiscal accountability, and fosters collaboration with ALDOT, municipalities, and regional partners to advance transportation safety and infrastructure initiatives. The Deputy Director also serves as Acting Director in the Director's absence to ensure continuity of leadership and operations.

Annual Salary Range and Benefits

The starting salary will be commensurate with the selected candidate's qualifications, experience, and professional advancement with a salary up to \$185,000.00 DOQ/E, plus excellent benefits.

Applicants who apply for this position can be considered for other senior level exempt-executive positions (e.g., Deputy Director and Director level) of Jefferson County Commission should future vacancies become available.

An initial screening of applications will take place soon after the closing date. If a sufficient number of well-qualified applications are not received by the initial closing date, the announcement may be extended to allow additional applications.

REQUIRED EXPERIENCE AND BACKGROUND:

The following Minimum Qualifications are required for this job. You must demonstrate possession of these qualifications by providing a detailed description of your related experience in the work history section of your application. Please describe your work experience in your own words to represent the work you have performed that is related to the minimum qualifications for this job. You must provide a resume in order for your application to be considered complete.

Degree Requirements

Bachelor's degree or higher in Civil Engineering, Construction Engineering, or a closely related field (e.g., Environmental or Industrial Engineering).

Possesses a Professional Engineering (PE) License within the State of Alabama (or, if possesses an out of state license, able to be licensed in Alabama within six months)

Specific Experience

Held role with progressive exposure to highway transportation- related work. Must be highway, bridge, federal aid projects, traffic, etc.

Held managerial role within a transportation function

Progressive experience managing work groups

Experience managing a work team or unit

Managed a work team or unit (8 or more people)

Experience as a manager (i.e., supervisory experience)

Responsible for setting goals and making key decisions at a team or unit level

Worked with a budget for a team or unit (Preparation and management of the budget) both for teams and units and for projects

Responsible for evaluating the performance of those within a team or unit

Experience interacting with key internal and external stakeholders

Experience working in a high stress environment involving multiple constituents

Responsible for a team or unit that delivers services to internal and external customers

Held roles involving forging positive interpersonal working relationships
Responsible for the development and growth of multiple others (e.g., coaching activities, formal mentoring)

Responsible for delivering complex communications to multiple parties (verbal and/or written)

Experience supporting the implementation and monitoring of work unit strategy
Contributed to a concrete substantial change effort.

Supported the development and implementation of a strategic initiative

Responsible for managing and delivering results on a high-level project at the team or unit level (i.e., more than individual level objectives)

Experience working in environments that require adherence to high professional and ethical standards

Exposure to essential work tasks and/or processes in non-profit or government, or in a private organization that has constraints resembling those in the public sector

PREFERRED EXPERIENCE AND BACKGROUND

Possession of one or more of the following credentials:

- PMP (Project Management Professional)
- PTOE (Professional Traffic Operations Engineer)
- CCM (Certified Construction Manager)
- CSM (Certified Stormwater Manager)

Engaged in concrete personal development activities (e.g., formal programs, taking on stretch assignments, integrating a development plan into daily activities)

Held roles in which they have delegated important responsibilities to others

Have sufficient knowledge, skills, and technical ability to be able to provide direction and correctly evaluate the performance of employees and develop effective training plans and manage deficiencies as appropriate

Responsible for guiding the implementation of an innovative solution (e.g., organizational process, product)

Held roles in which they were responsible for resolving conflicts and driving consensus

Responsible for completing a negotiation at work

Demonstrates a track record of ethical professional behavior

Demonstrates a track record of understanding and respecting the practices, customs, and values of people from different backgrounds, perspectives, and cultures