



SENIOR ENGINEER **CITY OF YUCAIPA**

SALARY: \$8,502 - \$10,618/per month

The Position

Under the direction of the Director of Public Works/City Engineer, perform professional engineering duties involving the oversight of the Engineering Division which include the planning, design, engineering and delivery of Capital Improvement Program projects; to coordinate and oversee the work of engineering consultants with the City and other agencies; to coordinate, oversee and assist with the management of various funding sources for Capital Improvement Program projects, including coordination with outside agencies; participate in developing and monitoring the Capital Improvement Program budget and the Engineering Division budget, participate in the review of private land development projects and to prepare a variety of technical reports.

Requirements

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

- Experience:
Eight years of progressively responsible professional engineering experience, at least three of which were in a program/project management capacity and budget preparation/monitoring capacity; or an equivalent combination of training and experience
- Education:
Equivalent to a Bachelor's degree from an accredited college or university with major course work in civil engineering or a related field
- License and Certificate
Possession of, or ability to obtain, a valid California driver's license.
Certification as a Professional Civil Engineer by the California State Board of Registration for Professional Engineers or the ability to obtain Professional Civil Engineer Registration in California within 2 years.

Typical Duties

- Plans, organizes, manages and evaluates the work of the capital projects engineering unit with subordinate staff and consultants, participates in establishing operational plans and initiatives to meet the Capital Improvement Program's goals and objectives; implements plans and project management processes/procedures to achieve the engineering divisions performance expectations; participates in developing and monitoring the division's CIP budget.
- Plans, manages, directs, monitors and evaluates the operations, activities and staff of the design engineering functions in the Engineering Division; manages and administers the design of projects and operations in compliance with accepted federal, state and City standards for capital improvement design and construction projects; prepares City Council reports providing recommendations for City Council consideration.
- Prepare, review and recommend for approval plans and specifications for the design and construction of a variety of public works facilities and projects, including drainage, street and storm water management

as well as residential, commercial and industrial development projects; ensure conformance with City and other established standards and practices.

- Coordinate, review and participate in the preparation of engineering studies and reports; coordinate public works and development related activities with other City departments, outside agencies, citizens, consultants and developers; attend and provide staff support to City Council, commissions and committees, as assigned.
- Prepare, review and approve Requests for Qualifications and Requests for Proposals; assist in the selection of consultants; manage consultant contracts; review consultants' work and provide technical guidance.
- Manages and oversees advertisements and bidding processes for capital works construction projects; reviews and recommends approval of addenda; reviews and ensures completeness and accuracy of specifications and bid documents; ensures documents are submitted and projects are bid in a timely manner.
- Coordinates and integrates multi-phase design, development and construction projects with various regional, state or federal jurisdictions, as well as with special-interest groups, stakeholders and the public; drafts interagency agreements for reimbursement and conveyance of easements; reviews and verifies rights-of-way procedures for projects to ensure proper acquisition.
- Receive, review and recommend payment to consultants and suppliers.
- Conduct site investigations; develop design plans, specifications and cost estimates for street and drainage improvement projects.
- Apply for, prepare and administer federal and state grants; prepare reimbursement requests and invoices and track expenditures of grant funds.
- Build and maintain positive working relationships with co-workers, other City employees, other agencies and the public using principles of good customer service.
- Perform related duties as assigned.

Compensation

Compensation: Senior Engineer \$102,024 - \$127,420.80 per year City paid PERS (2% @55) New CalPERS members, as defined by PEPRA, participate in a 2% at 62 formula/15 City Holidays/\$50,000 Life Insurance/Cafeteria Plan (\$1,095 per mo)/Vacation accrues at the rate of 2 wks per year/Sick Leave accrues at 1 day per month/Deferred Compensation match up to 3%.

Application Process

DEADLINE:
Thursday, August 31, 2017 by 4:00 PM

A detailed job description and required City application and supplemental questionnaire form can be found at www.Yucaipa.org.

Please submit your City employment application and your supplemental questionnaire form to:

City of Yucaipa Human Resources Department
Attention: Sherry Washburn
34272 Yucaipa Blvd., Yucaipa, CA 92399
Phone 909-797-2489 ext. 223