



City of Milpitas

Announces a job opportunity for Associate Civil Engineer

Working Title: Associate Civil Engineer - Design & Construction
Annual Salary Range: \$100,003 - \$121,555
Final Filing Date: Wednesday, October 16, 2013

About the Position

The Public Works Engineering Division includes Design & Construction, Utilities, and Traffic, and is led by the City's Public Works Director/City Engineer. The Engineering Division functions as a team, provides outstanding customer service, and takes pride in sharing ideas and responsibilities in a highly dynamic development environment.

The Design and Construction Engineering team are a group of highly dedicated professionals reporting to the City's Capital Improvement Program Manager. Design and Construction is responsible for the creation and implementation of the City's Capital Improvement Program, including the design, construction, inspection, and management of Public Works civil engineering projects within the City.

The Associate Civil Engineer within the Design and Construction team is responsible for participation in the completion of major civil engineering work such as, road construction and improvement; utility improvement; City building renovation and improvement; traffic engineering; and construction management; to perform professional and technical engineering tasks and assignments; and to supervise, train and evaluate assigned technical and/or professional staff.

Minimum Qualifications

Experience: Three years of increasingly responsibility and varied professional civil engineering experience including supervisory experience, with emphasis in public works design, construction, project management, and municipal Capital Improvement Program.

Education: A Bachelor of Science degree from an accredited college or university in civil engineering.

License:

- Possess and maintain throughout employment an appropriate, valid California Driver's License.
- Registration as a professional Civil Engineer in the State of California.

Knowledge and Abilities

Candidate must have well-developed interpersonal skills, a positive attitude with ability to build working relationships; be highly flexible, energetic, and enthusiastic; a self-starter who enjoys challenges and embraces change. The ideal candidate would also have relevant experience in municipal Capital Improvement Programs, public works design, construction, public works construction inspection, and project management of public works projects.

The candidate would have knowledge of:

- Principles and practices of engineering, construction inspection and project management and its administration;
- Modern methods and techniques used in the design, construction and surveying of a variety of public works engineering projects, including streets, sewer, traffic, building renovation, and storm drain projects;
- Hydraulic and structural designs of street and highway drainage structures;
- Applicable laws and regulatory codes relevant to the design and construction of public works projects, including requirements for the bidding of public works projects.
- Principles and practices of basic financial accounting and time management;
- Principles and techniques of supervision and training;

and the ability to:

- Make complex engineering computations and analysis, and supervise the constructions of a variety of public works projects.
- Administer public works contracts, construction budgets, and project construction schedules.
- Prepare construction contracts, specifications, and write technical reports.
- Establish and maintain effective working relationships with City staff, with contractors, and the general public.
- Communicate effectively, orally and in writing.
- Supervise and provide leadership of assigned subordinates.

The successful candidate must be solution-oriented and a team player.

Selection Process

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Candidates who successfully pass the selection process will be placed on an eligibility list. All candidates will be advised of their status once a finalist has been selected.

To Apply

Only online applications via CalOpps will be accepted. Visit the City of Milpitas website at www.ci.milpitas.ca.gov or www.calopps.org to apply. Copies of required certificates (if applicable), must be scanned into one document, along with a resume, and attached to your application which must be received by the filing date.

A complete job description is available on the City of Milpitas website: www.ci.milpitas.ca.gov (under Employment, Job Specs) or from Human Resources - (408) 586-3090.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

Salary and Benefits

The salary for this position will be dependent upon the qualifications and experience of the selected candidate. The salary range \$100,003 - \$121,555 annually. The City provides an excellent array of benefits that includes the following:

- Contributory Retirement Plan - New Hire Employee pays 7% employee PERS contribution and 12.9% towards employer PERS contribution
- Retirement - In compliance with AB340, CalPERS retirement formula is either 2% at age 62, or 2% at age 60, depending on the individual's eligibility.
- Vacation - 11 days per year to a maximum of 31 days per year.
- Sick - 12 days per year
- Holidays - 13 days per year
- Health Insurance - Multiple plans
- Dental and Vision - City paid.
- Life insurance - City paid \$50,000 life insurance. Long and short-term disability coverage.
- 457 (b) Deferred Compensation Plan - Voluntary
- Tax deferred medical and dependent savings plans
- Flexible Spending - Pre-tax medical and dependent day care expense accounts

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.

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<http://www.ci.milpitas.ca.gov/government/hr/employment.asp>

