



AN EQUAL OPPORTUNITY EMPLOYER
(WOMEN, MINORITIES, AND DISABLED ARE ENCOURAGED TO APPLY)

ANNOUNCES AN **OPEN RECRUITMENT** FOR:

SENIOR CIVIL ENGINEER
Application Deadline: OPEN UNTIL FILLED

DEPARTMENT: Public Works
LOCATION: Countywide
SALARY: Range 81 \$5364 \$5638 \$5917 \$6215 \$6522**

****BENEFITS:** CalPERS Retirement System (2% at 55) – employee contribution of 7% paid by Inyo County (EPMC reported as wages). Medical Plan – Inyo County pays a portion of monthly premium for employee and dependent on PERS Choice plan; 100% of employee and dependent monthly premium paid for dental and vision; \$20,000 term life insurance policy on employee. Vacation – 10 days per year during the first three years; 15 days per year after three years; 1 additional day for each year of service after ten years to a maximum of 25 days per year. Sick leave – 15 days per year. Flex (personal days) – 5 days per fiscal year. Paid holidays – 11 per year.

DEFINITION: This is the supervisory-level registered professional engineer. To oversee important engineering projects of the Public Works Department; plan, supervise, and personally perform difficult professional civil engineering work; and to perform related duties as assigned. To oversee certain functions of the Public Works and Road Departments in the absence of the Public Works Director and Deputy Director of Public Works.

ESSENTIAL JOB DUTIES: Under the direction of the Public Works Director or Deputy Director of Public Works, plans, assigns, and directs the work of technical support personnel and professional engineering personnel or personally performs work in the planning, design, surveying, and/or construction of public works projects including roads, bridges, structures, airports, rights-of-way, utility systems, and related structures; assigns and supervises or personally performs the more difficult phases of design and layout work on these projects; supervises or personally performs the preparation of maps, plans, charts, or diagrams; supervises the maintenance of various engineering records and performs engineering office work in connection with cost analyses and progress reports; prepares specifications, makes estimates, and prepares preliminary reports for the aforementioned projects; confers with Public Works Director during preliminary and design stages of work and discusses technical and policy problems; provides technical information to other engineers and the public; works with utilities and land and water companies in matters of relocation and rights-of-way; supervises or personally performs inspection and testing required under County contracts and all inspections for highway projects under the Federal Aid Program; surveys; coordinates survey work and materials testing; trains and evaluates the performance of personnel; prepares complex engineering reports.

EMPLOYMENT STANDARDS

Education/Experience: Must possess a valid California Registration as a civil engineer; must possess two years of experience as an Associate Civil Engineer with the County of Inyo OR five years of professional civil engineering experience with emphasis in public works or related field.

Knowledge of: Principles, practices, and methods of civil engineering as applied to the planning, designing, and construction of highways, bridges, structures, airports, and related systems; methods, materials, and equipment used in highway and bridge construction; properties and uses of materials used in the construction thereof; common descriptions of real property and engineering surveying.

Ability to: Plan, design, and supervise the construction of highways, bridges, structures, utilities, and related systems; train and supervise professional engineering and technical support personnel; prepare accurate plans, specifications, cost estimates, and comprehensive engineering reports; establish and maintain project files and records including financial records; prepare clear, concise reports; analyze complex problems, evaluating alternatives, and making sound recommendations; exercise sound independent judgment within general policy guidelines; work cooperatively with those contacted in the course of work. Ability to stand, sit, bend squat, climb, kneel, twist, and lift and carry up to 50 pounds in the course of work.

Special requirements: Must possess a valid operator's license issued by the California Department of Motor Vehicles. Must successfully complete a pre-employment background investigation and physical examination.

SELECTION: Selection procedures will be determined by the number and qualifications of applicants. All items listed under Employment Standards may be used as criteria for the screening of applicants. Those meeting the greatest number of criteria will be considered the most highly qualified and may be called for an oral interview.

APPLICATION: Recruitment will remain open until position is filled. Must apply on Inyo County application form. A cover letter and/or resume will be accepted in addition to the application form but will not serve as a substitute for a completed application. **It is not acceptable to complete the application with statements like "See/Refer to Resume" or "See Attached"**. Incomplete applications will not be processed. Applications may be faxed to meet the deadline—original application with original signature must be received.

THIS RECRUITMENT WILL ESTABLISH AN ELIGIBILITY LIST THAT MAY BE USED FOR ONE YEAR IN FILLING COUNTY-WIDE VACANCIES THAT MAY OCCUR IN THIS JOB CLASSIFICATION AND SALARY RANGE.

REASONABLE ACCOMMODATION FOR INDIVIDUALS WITH QUALIFYING DISABILITIES: Inyo County will make reasonable efforts in the examination process on a case-by-case basis to accommodate persons with disabilities. If you have special needs, please contact (760) 878-0377 prior to the examination process.

CITIZENSHIP/IMMIGRATION STATUS: Inyo County employs only U.S. citizens and lawfully authorized non-citizens in accordance with the Immigration Reform and Control Act of 1986.

The County of Inyo has work sites located throughout Inyo County in the Owens Valley (Independence, Bishop, Lone Pine, Big Pine, and Olancho) and the Death Valley area (Death Valley, Shoshone, and Tecopa). Positions are assigned to a work site based upon the needs of the County. Positions may be temporarily or permanently reassigned to another work site as deemed necessary by the Department Head or County Administration.