

Now accepting applications for Building Engineer (Civil)-Plans Examiner

The City of Fairfield Building Safety Division is recruiting for the vital position of Building Engineer (Civil)-Plans Examiner, formally called an Associate Civil Engineer.



■ Description

Under general direction from the Chief Building Official, a Building Engineer exercises technical and functional supervision over support personnel. A Building Engineer interprets and explains City requirements and policies to developers and contractors as well as designs and writes specifications for City projects. Additional duties include reviewing plans and associated calculations/specifications for building construction, improvements, changes of use and alterations for compliance with applicable building codes and regulations.

Work is performed primarily in an office setting with frequent interruptions, deadlines, complaints, and peak workload periods.



Click [here](#) to learn more about the Department

Innovative Programs/Efficiencies

The Building Safety Division prides itself on removing obstacles that stand in the way of efficiencies for our customers. The Building Engineer-Civil role is critical in our ability to provide the following programs in support of this mission.

T.I.G.E.R– Tenant Improvement Guidelines for Expedited Review

T.I.G.E.R allows customers and their designers to schedule an appointment with a Building Safety staff member to review the plans for minor and moderate commercial interior tenant improvements and demolitions. This method allows for a much quicker response time from staff which directly contributes to a more efficient and timely process for our customers.

PASS– Prequalified Architectural Submittal System

The PASS program is a prequalification streamlining program based on document content and organization. PASS is used for projects ranging from small tenant improvements to large commercial construction. PASS establishes a set of voluntary document standards to create a more predictable plan review experience for our customers.



Minimum Qualifications

Education

- Bachelor's degree from an accredited college or university with major course work in civil engineering.

Experience

- Three (3) years of professional civil / structural engineering experience in the review of plans and specifications and/or the analysis and design of residential, commercial and industrial buildings is required.
- Supervisory experience is desirable.

License/Certification

- Current registration as a civil engineer in the State of California is required.
- In addition to the above, possession of a valid ICC (International Code Council) Plans Examiner Certificate is highly desirable and required within one (1) year of hire date.
- Valid California Class C Driver's License is required at the time of hire. (Possession of a valid equivalent is acceptable during the application process).
- Certification as a California CASp (Certified Access Specialist) is highly desirable.

Examples of Duties

Duties may include, but are not limited to, the following:



- Monitor, prioritize and perform plan and calculation reviews for residential, commercial and industrial buildings, both for new construction and remodel / alteration work. Compare construction documents with applicable code requirements and identify discrepancies and deficiencies.
- Review and interpret plans and specifications for residential, commercial and industrial construction; determine compliance with relevant codes and regulations; approve or recommend corrections to plans; make other code-related recommendations as appropriate.
- Document correction items from plan reviews in a clear, concise and understandable manner; communicate and clarify items when necessary.
- Provide engineering judgment and assistance to staff and permit applicants to facilitate complete submittal documents.
- Resolve discrepancies between plans and field conditions.
- Research existing construction documentation within the division to assist applicants in understanding implications of potential building alterations and code enforcement violations.

Knowledge and Abilities

Knowledge of:

- ◇ Federal, state and municipal codes and regulations governing building construction, alteration, accessibility, use and occupancy (including building, mechanical, electrical, plumbing, energy, and green building standards codes).
- ◇ Structural engineering principles and practices as applied to building design and construction.
- ◇ Residential, commercial and industrial construction materials, methods and equipment.
- ◇ Appropriate safety and fire prevention construction and building methods.

Ability to:

- ◇ Apply engineering, construction and architectural principles and techniques (including load path, life safety, energy conservation, accessibility, etc.) to resolve construction-related problems.
- ◇ Prepare clear, concise, accurate and grammatically correct reports, correspondence and other written materials.
- ◇ Verbally communicate information and concepts so the intended audience may understand.



■ Compensation

\$48.42 - \$58.85 (Hourly)

\$3,873.44 - \$4,708.16 (Biweekly)

\$8,392.45- \$10,201.01 (Monthly)

\$100,709.44- \$122,412.16 (Annually)

***5% salary increase effective July 2022 not reflected in above listed range**

The starting salary for the recruitment will be based off applicant experience and skillset.

■ Benefits and General Information

- ◇ **Health/Dental/Vision Plans:** After the first month of employment, the City provides generous contributions towards medical, dental, and vision plans. If you decided to opt out with proof of coverage, you can receive up to \$518.00 per month.
- ◇ **Personal Leave:** 144.86 hours annually
- ◇ **Vacation:** 10 –25 days annually based on years of service
- ◇ **Holidays:** 13 holidays observed
- ◇ **Sick Leave:** 12 days annually
- ◇ **Retirement:** The City participates in the CALPERS system (Classic: 2.5% @ 55, PEPR: 2% @ 62)
- ◇ **401(a):** Eligible date of hire; enrollment is optional and irrevocable. City contribution is 9.49%; mandatory employee contribution is 4.10%.
- ◇ **457:** Eligible date of hire. Employee contribution is optional. However, if an employee chooses not to participate in the 401(a), the City's 9.49% contribution to a 401(a) will be added to the 457 contribution, but only if the employee contributes at least 4.10%.
- ◇ **Tuition Reimbursement:** up to \$4,000.00 annually

To access the Benefit Summary Sheet for the Fairfield General Management Association (FGMA), click [here](#).

■ The Selection Process

Based on the information provided in the application documents, the best-qualified applicants will be invited for further examination. All applicants meeting the minimum qualifications are not guaranteed advancement through any subsequent phase of the examination. Depending upon the number of applications received, the examination may consist of an application screening, written and/or practical exam, oral interview, or any combination. This position requires a local background check, and response to a medical questionnaire prior to appointment.

Candidates must submit an online application via NeoGov/Governmentjobs.com by 5:00 p.m. of the closing date. If you have any difficulties submitting your online application, please call NeoGov's Applicant Support Line at (855) 524-5627. If you feel you will need a reasonable accommodation for any portion of the testing/interview process, please contact Human Resources at (707) 428-7394 at least 1 week prior to the application deadline or examination date.

Click [here](#) to apply!