



# Senior & Associate Civil Engineer

Senior Civil Engineer: \$114,083.84-\$136,248.32

Associate Civil Engineer: \$100,048.00-\$119,136.16

**Hiring Bonus: \$30,000.00**



# ENGINEERING

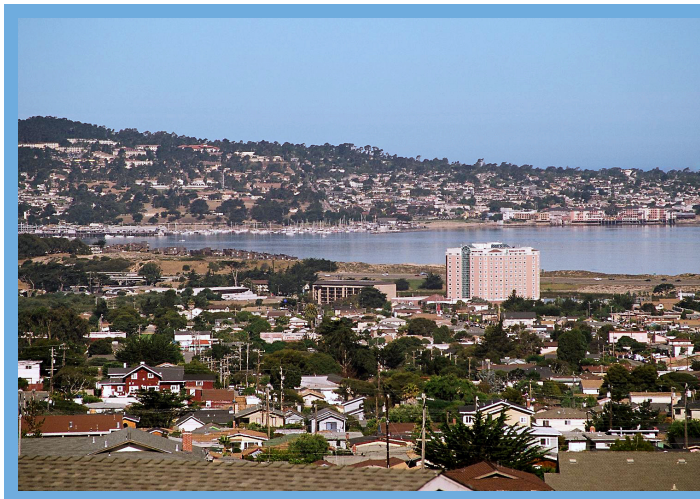
# THE CITY OF SEASIDE



The City of Seaside is a California coastal community that borders the Monterey Bay National Marine Sanctuary. Formerly the home of the US Army Base Fort Ord, and neighbor to the Cities of Monterey, Pacific Grove and Pebble Beach, the City of Seaside is rich in culture, natural resources and opportunities.

Founded in 1887 and incorporated in 1954, this 10 square-mile city continues to grow while holding on to the rich values upon which it was established. Young families and retirees are drawn to the community, providing a healthy residential mix of people and solid sense of community.

Seaside continues to expand with projects ranging from golf courses, five star resorts, conference facilities, new residential and commercial development, and plans for a mixed use, transit oriented, urban village that would transform the downtown. Seaside is thriving and remains a vibrant, diverse community, appreciative of its past and looking toward the future.



## THE REGION

The City of Seaside is a California coastal community that borders the Monterey Bay National Marine Sanctuary. Formerly the home of the US Army Base Fort Ord, and neighbor to the Cities of Monterey, Pacific Grove and Pebble Beach, the City of Seaside is rich in culture, natural resources and opportunities.



## THE POSITIONS

The City of Seaside's Engineering Department is recruiting for two crucial positions, Associate Civil Engineer and

Senior Civil Engineer. Both positions will report to the Public Works Director/City Engineer. These experienced professionals will lead the City's engineering projects from planning and design to construction and close-out. The successful candidates will perform a wide variety of professional engineering work in support of the City's Capital Improvement Program (CIP), land development, traffic engineering, public works, infrastructure, and departmental operations.

## ASSOCIATE CIVIL ENGINEER

The ideal candidate will have experience in leading professional engineering projects in capital improvement. They will be comfortable managing projects from start to finish and will serve as a technical resource and/or advisor during all phases of the project.

The ideal candidate will be able to perform the full range of professional and technical engineering work with only occasional instruction or assistance as new or unusual situations arise. The candidate needs to be a self-starter with the ability to provide exemplary customer service to both internal and external customers. To see current projects click here:

<http://ca-seaside.civicplus.com/513/Engineering>



## SENIOR CIVIL ENGINEER

The ideal candidate will have full supervisory experience within a professional engineering series. The position requires direct experience planning, organizing, supervising, reviewing, and evaluating the work of professional engineering staff and serves as the point of contact to internal management staff.

The candidate will have experience serving as a project manager for complex professional engineering activities including: Environmental program planning, compliance design, construction land development engineering, traffic engineering, water resources engineering, and other related projects. The candidate will have experience ensuring that all applicable laws, regulations, and City Policies related to capital improvement, land development traffic and transportation, and water utility infrastructure are actively followed. To see current projects click here:

<http://ca-seaside.civicplus.com/513/Engineering>



- Conducts complex engineering studies, investigations, and analyses; prepares engineering calculations; researches, collects, and analyzes engineering data, statistics, and surveys.
- Administers construction and engineering contracts; approves invoices and tracks and maintains all project accounting; oversees the work of contractors and consultants including coordinating work with other City departments, residents, and external agencies and ensuring compliance with plans, budget, timeline, contracts, and City standards.

### Senior Civil Engineer

- Plans, organizes, assigns, supervises, and reviews the work of professional engineering staff in the Engineering Division; trains staff in work procedures; evaluates employee performance, counsels employees, and effectively recommends initial disciplinary action; assists in selection and promotion.
- Monitors activities of the work unit; recommends improvements and modifications and prepares various reports on activities and projects; recommends and assists in the implementation of goals and objectives; implements policies and procedures.
- Oversees the development of consultant requests for proposal for professional and/or construction services and the advertising and bid processes; evaluates proposals and recommends project award.
- Negotiates and administers contracts after award; ensures contractor compliance with City standards and specifications, and time and budget estimates.

## KEY RESPONSIBILITIES

### Associate Civil Engineer

- Manages small to large engineering projects from planning and design from construction to close-out
- Leads project teams; develops work plans consisting of objectives, scope of work, budget, schedules, and baseline requirements.
- Serves as a technical resource and oversees assigned programs; proposes related projects and studies, assesses program effectiveness, and analyzes a variety of unusual conditions, problems, or questions; oversees quality assurance, quality control, and regulatory compliance activities.





## POSITION REQUIREMENTS

*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications is as follows:*

### Senior Civil Engineer

Equivalent to graduation from an accredited four-year college or university with major coursework in civil engineering or a related engineering field and four (4) years of responsible experience in civil engineering with emphasis in public works capital improvements with at least one (1) year of supervisory experience.

### Associate Civil Engineer

Equivalent to graduation from an accredited four-year college or university with major coursework in civil engineering or a related engineering field and three (3) years of professional engineering design, plan review, and project administration experience, preferably in a public agency setting, or two (2) years of experience equivalent to Assistant Engineer at the City of Seaside.

### Licenses and Certifications (Both classifications):

- \* Possession of, or ability to obtain, a valid California Driver's License by time of appointment.
- \* Possess and maintain a valid certificate or registration as a Professional Engineer in the State of California.





# COMPENSATION & BENEFITS

**\$30,000 HIRING BONUS**

**MONTHLY SALARY RANGE:**

**SENIOR CIVIL ENGINEER: \$9,506.99-\$11,354.03**

**ASSOCIATE CIVIL ENGINEER: \$8,337.33- \$9,928.01**



## EMPLOYEE BENEFITS:

### Special Pay:

1. Longevity Pay Program: A 2.5% salary increase will be provided after 10 years of service with the City of Seaside.
2. Spanish Bilingual Pay Program: Upon successfully passing a foreign language test, designated employees can earn up to a 2.5% salary adjustment for using Spanish in the course of their work.

### Health and Welfare Benefits:

1. Blue Shield PPO Medical Insurance Plan:
  - Three plan levels available
2. Guardian Dental Insurance:
  - Calendar Year Deductible (waived for preventive services): \$50 per person;
3. Vision Service Plan:
  - Co-Payment for Annual Exams (with Plan Provider): \$10
4. Life Insurance: 2xs Annual Salary (City paid).

### Retirement Benefits:

*California Public Employees' Retirement System: The plan you are enrolled in is based on the Public Employees Pension Reform Act of 2013 (PEPRA).*

1. "Classic" PERS Members:
  - Plan: 2% @ 55
2. New PERS Members:
  - Plan: 2% @ 62
3. Deferred Compensation Matching Program (IRS 457 Plan): The City of Seaside will match employee's contribution up to \$200 per month.

### Paid Time Off:

1. Vacation Time: Employees earn between 10 and 22 days of vacation annually depending on years of service.
2. Sick Leave: Employees accrue 8 hours of sick leave per month.
3. Holidays: The City recognizes 12 paid holidays annually. Floating Holiday: Each calendar year, employees shall receive one floating holiday (8 hours) that has no cash value and must be used on or before December 31st of each year.
4. Management Leave: Management employees shall earn 40 hours of management leave per calendar year. Initial Accrual: For newly hired employees, the initial management leave bank shall be prorated according to the MOU schedule.
5. Administrative Leave: Employees shall earn 40 hours per calendar year. Initial Accrual: For newly hired employees, the initial management leave bank shall be prorated according to the MOU schedule.
6. Continuing Education and Professional Growth: Reimbursement for tuition is capped at \$3,000 per fiscal year depending on course level.

## TO APPLY:

Please visit: <http://agency.governmentjobs.com/seaside/default.cfm>

If you have any questions, please contact Project Manager Joshua Boudreaux at [jboudreaux@koff&associates.com](mailto:jboudreaux@koff&associates.com) or at 510.901.0044.

*The City of Seaside is an Equal Opportunity Employer that actively encourages workforce diversity.*

