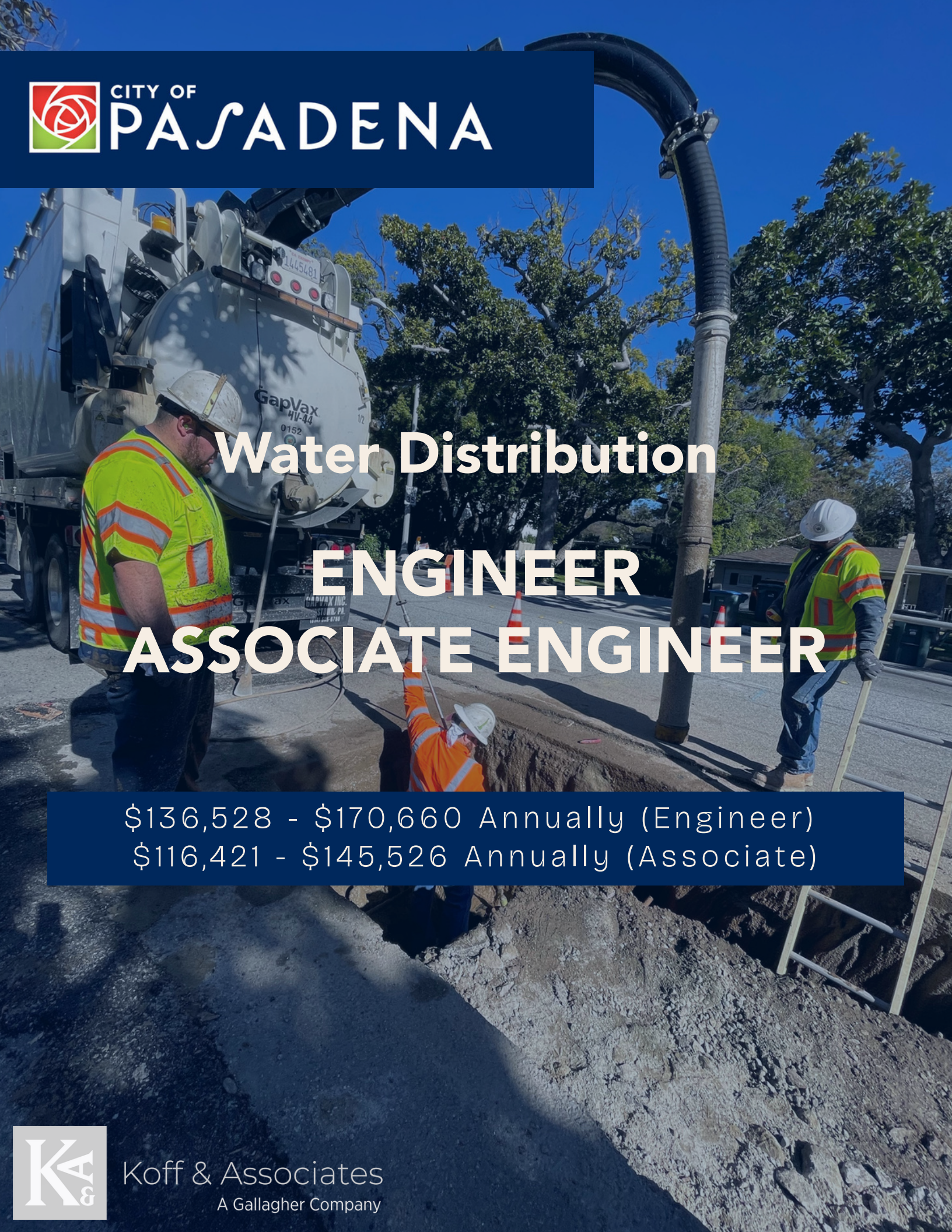




Water Distribution **ENGINEER** **ASSOCIATE ENGINEER**

\$136,528 - \$170,660 Annually (Engineer)
\$116,421 - \$145,526 Annually (Associate)

THE CITY

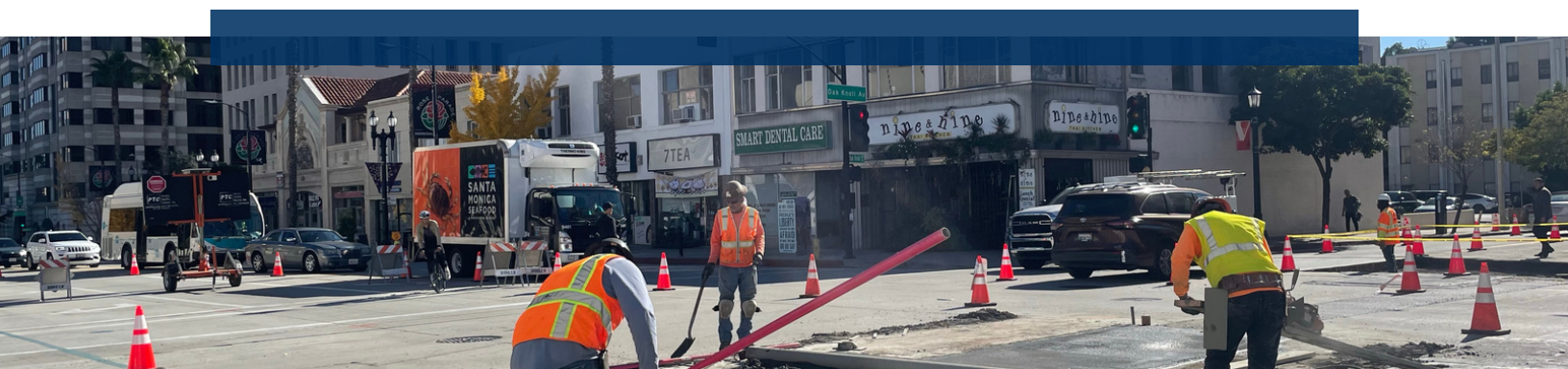
Pasadena, California is a vibrant and diverse community located at the base of the San Gabriel Mountains, just northeast of downtown Los Angeles. Internationally recognized for the Tournament of Roses Parade and Rose Bowl Game, Pasadena offers an exceptional quality of life, blending historic charm, cultural richness, and innovation. The city is home to world-renowned institutions, including the California Institute of Technology (Caltech) and Jet Propulsion Laboratory (JPL), as well as thriving business districts, distinctive neighborhoods, and an active arts and cultural scene.

As a full-service municipal organization, the City of Pasadena is committed to providing high-quality services through a collaborative, forward-thinking, and customer-focused approach. Residents enjoy outstanding parks and recreational amenities, acclaimed museums and theaters, excellent educational opportunities, and a strong sense of community engagement. With its reputation for excellence, innovation, and public service, Pasadena continues to be one of Southern California's most desirable places to live, work, and visit.

THE GOVERNMENT

The City of Pasadena operates under a council-manager form of government and is recognized for delivering high-quality municipal services through a collaborative and customer-focused organization. The City provides a full range of services to its residents and businesses through departments, including Finance, Fire, Housing, Human Resources, Information Technology, Parks, Recreation and Community Services, Public Library, Planning and Community Development, Police, Public Health, Public Works, Rent Stabilization, Transportation, and Water & Power. Pasadena's leadership is committed to fiscal stewardship, operational excellence, innovation, and community engagement, ensuring services are responsive to the evolving needs of one of Southern California's most dynamic communities.

Supporting a population of approximately 140,000 residents, the City organization is dedicated to preserving Pasadena's unique character while advancing strategic initiatives that promote economic vitality, public safety, sustainability, and exceptional quality of life. Pasadena's reputation for professional leadership, forward-thinking management, and service excellence has made it a destination employer for public sector professionals seeking meaningful opportunities to serve a vibrant and engaged community.



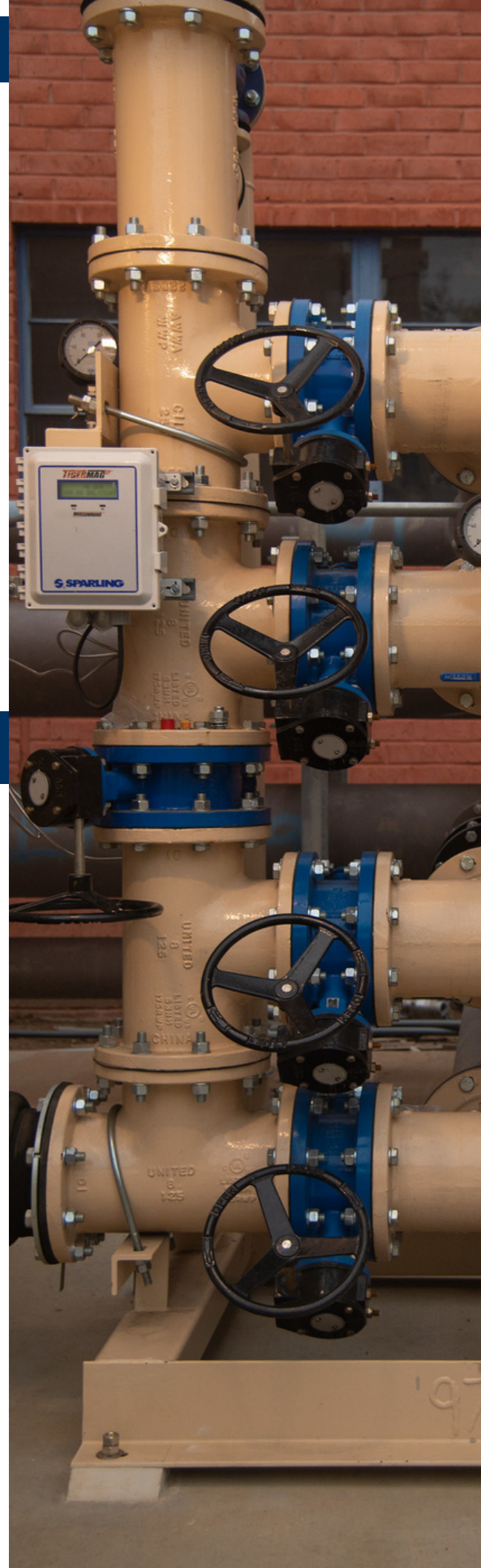
THE DEPARTMENT

The Pasadena Water and Power Department is a community-owned municipal utility providing electricity and water services to its customers. Its priorities include reliability, responsiveness to customers, competitive rates, and environmental stewardship to ensure sustainability and growth for the future. The Water Distribution section serves as Pasadena Water and Power's frontline connection to the community, overseeing the infrastructure that delivers safe and reliable drinking water. The section manages water distribution facilities, service installations, hydraulic system planning, and capital improvement projects while working closely with customers, contractors, consultants, and internal operations teams. As one of the most visible and collaborative groups, the Water Distribution section plays a vital role in maintaining system reliability and supporting Pasadena's long-term water infrastructure goals.

THE POSITIONS ENGINEER

The City of Pasadena is seeking an experienced Engineer to coordinate and perform complex engineering work related to the planning, design, and construction of the water distribution infrastructure. This position leads and manages water distribution capital improvement projects, oversees main replacement initiatives, reviews and approves engineering plans and specifications, administers contracts, monitors project budgets and schedules, and coordinates work with consultants, contractors, utility agencies, and City departments. The Engineer also supports long-term asset management efforts, evaluates system performance, provides technical leadership on engineering studies and projects, and assists with the implementation of department-wide initiatives such as Advanced Metering Infrastructure (AMI) and Enterprise Asset Management programs.

When assigned, the position may supervise and mentor engineering staff and provide project leadership and technical guidance to professional and para-professional personnel.



THE POSITIONS

ASSOCIATE ENGINEER

The Associate Engineer for the Water Distribution supports the planning, analysis, design, and delivery of projects that maintain and improve the water distribution system. This position performs professional engineering work related to hydraulic modeling, asset assessment, utility service planning, and water main replacement projects. The Associate Engineer reviews engineering plans and designs, prepares technical documents and specifications, conducts engineering studies, and works closely with consultants, contractors, operations staff, and other City departments to ensure projects meet regulatory requirements and operational needs. The position also assists with design and construction phase activities, supports capital improvement projects, and contributes to the long-term reliability and performance of the City's water distribution infrastructure.





THE IDEAL CANDIDATE

Engineer (Water Distribution)

The ideal candidate is a motivated and adaptable engineering professional with strong technical, analytical, and project coordination skills. They are eager to learn the complexities of water distribution systems and thrive in a collaborative environment where communication, customer service, and teamwork are essential. The successful candidate takes initiative, demonstrates accountability, and consistently produces accurate, detail-oriented work while effectively managing multiple assignments and competing priorities.

This individual works well with a diverse group of stakeholders, including operations staff, contractors, consultants, customers, and other City departments. They are comfortable supporting water main replacement projects, utility service projects, engineering studies, plan reviews, and asset management initiatives, while remaining flexible and open to new assignments as organizational needs evolve. The ideal candidate is a quick learner who can adapt to Pasadena's procurement, budgeting, contracting, and approval processes and is excited by the opportunity to contribute to major infrastructure initiatives that will enhance the reliability and long-term performance of Pasadena's water distribution system.

Associate Engineer (Water Distribution)

The ideal candidate is a motivated and technically capable engineering professional with strong analytical skills and an interest in water distribution systems, hydraulic modeling, and infrastructure asset management. They are detail-oriented and take pride in producing high-quality work products while effectively balancing multiple assignments and deadlines. This individual has the ability to review engineering designs for regulatory compliance, evaluate system performance, and collaborate with Water Operations staff to ensure projects are practical, constructible, and aligned with operational objectives.

The successful candidate is a collaborative team player who communicates effectively with consultants, contractors, City staff, and customers. They are eager to learn, adaptable to changing priorities, and comfortable supporting a wide variety of engineering assignments, from hydraulic modeling and asset assessments to utility service planning and capital project delivery. The ideal candidate demonstrates initiative, accountability, and strong problem-solving abilities, and is excited by the opportunity to help modernize Pasadena's water infrastructure while supporting major water main replacement projects and other strategic Water Distribution initiatives.



MINIMUM QUALIFICATIONS

Education, Experience and Certifications:

ENGINEER:

- Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include: Graduation from college with a major in engineering and three years of professional experience in the field of engineering design, field surveying, engineering inspection, water quality, electrical engineering, or architectural plan checking.
- Must possess a Class C California driver's license and a satisfactory driving record.
- Must possess a valid Certificate of Registration as a Professional Engineer issued by the State of California.

ASSOCIATE ENGINEER:

- Any combination of education and/or experience that provides the knowledge, skills, and abilities necessary for acceptable job performance would qualify. For example: Graduation from college with a Bachelor's degree in civil engineering, an Engineer in Training (EIT) or Land Surveyor in Training (LSIT) certification issued by the California State Board of Registration for Professional Engineers, and two years of recent professional experience.
- Must possess a Class C California driver's license and a satisfactory driving record.

COMPENSATION & BENEFITS

The salary range for the positions is:

Engineer: \$136,528 - \$170,660 annually

Associate Engineer: \$116,421 - \$145,526 annually

The City of Pasadena offers a generous benefit package that includes:

CalPERS Retirement: 2.5% @ 55 for Classic members (employee pays 9.25%); 2% @ 62 formula for new members (employee pays 7.75%, which is half of the total normal cost). The City does not participate in Social Security.

Health Insurance: The City provides an allowance to assist with medical premiums. In 2026, the allowance for Employee + 2 or more dependents is \$2,386.57 per month (Employee only = \$917.91; Employee + 1 = \$1,835.82), and contributions are adjusted annually.

Dental Insurance: The City contributes 100% of the employee's premium and contributes \$80.00 toward dependent coverage.

Vision Insurance: The City offers vision care plans for employees. Enrollment is optional, and the premium is paid by the employee.

Vacation Leave: Accrual rate of 80 to 160 hours per year based on years of service.

Management Time Off: Annual allotment of 40 hours of MTO provided each calendar year.

Life Insurance: The City provides life insurance and accidental death and dismemberment coverage in the amount of \$75,000.

Group Long-Term Disability Insurance: The City pays for the core long-term disability policy and offers voluntary long-term disability that insures up to 66 2/3% of employees' salary up to a maximum of \$8,000 per month.

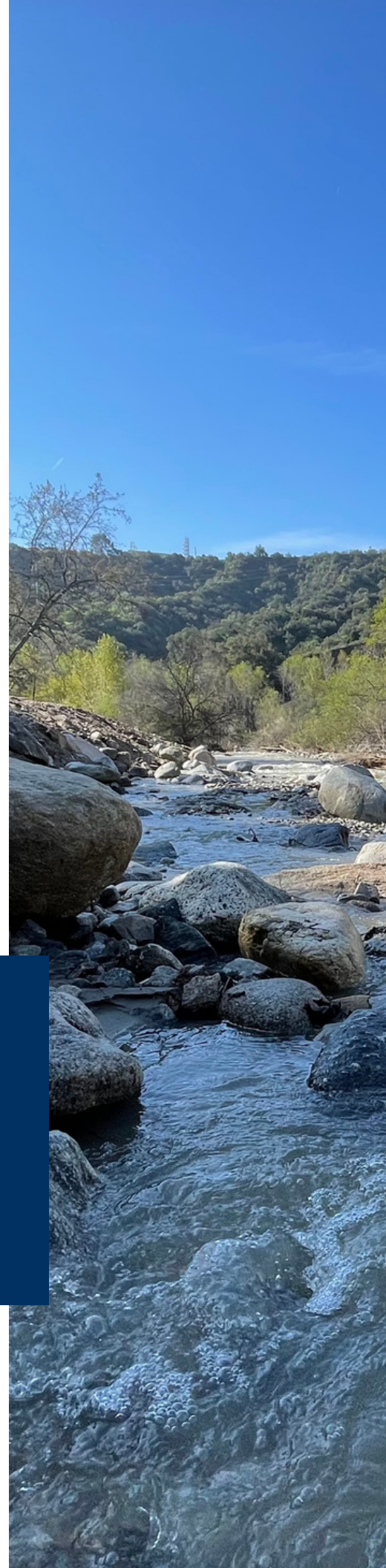
Sick Leave: Up to 80 hours of sick leave accrued per year.

Holidays: Eleven (11) paid holidays.

Tuition Reimbursement: The City will reimburse up to \$5,000 per fiscal year for pre-approved courses.

Professional/Personal Development Allowance: Annual allowance of \$750.

Schedule: The City administration operates on a "9/80" schedule, closing on alternate Fridays.



Application & Recruitment Process

The final filling date is September 4, 2026

To be considered, please electronically submit your resume, cover letter, and a list of three professional references (references will not be contacted in the early stages of the recruitment) to:

<https://koffassociates.com/engineer-associate-engineer-water-distribution/>

For additional information, please contact:

Chelsea Freeman

510.570.3844

chelsea_freeman@ajg.com

Website: <https://koffassociates.com/>

Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. Koff & Associates, a Gallagher Company, will report the results to the City. The City will then select candidates to participate in panel interviews. Extensive reference and background checks will be completed on the selected candidate.



Koff & Associates
A Gallagher Company