

THE COUNTY OF SOLANO
ANNOUNCES AN EMPLOYMENT OPPORTUNITY FOR



Engineering Technician (Journey & Senior)
Recruitment #18-473010-02 & #18-474010-01

Approximate Salary \$60,931.33 - \$84,470.79/year

Opening Date 12/27/2018 6:30:00 PM

Final Filing Date 1/18/2019 5:00:00 PM

Contact Information Monica Hedden (707) 784-3425

Type of Recruitment Open Competitive

Introduction



Delivering Solutions for a Safe Community

The Department of Resource Management is a comprehensive agency comprised of the Public Works, Building and Safety, Planning Services, Environmental Health Services, Parks, and Administrative Services Divisions. The department provides for the well-being of Solano County's present and future residents and the public at-large through administration and enforcement of Federal, State, and Local laws and policies pertaining to transportation, building construction, land use planning environmental health, and recreation.

The Public Works-Engineering & Surveying Division is committed to providing a safe, well maintained and efficient roadway system. Additionally, the division designs and performs contract construction of road and bridge improvements, issues multiple permits, and performs traffic counts and speed surveys on County roads.

To learn more about the Department of Resource Management, please visit:
<http://www.solanocounty.com/depts/rm/default.asp>

SOLANO COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER
HUMAN RESOURCES DEPARTMENT
675 Texas Street, Suite 1800, Fairfield, CA 94533
Or visit our website at www.jobsatsolanocounty.com

The Position

Engineering Technician serves as a generalist in support of engineering services and performs technical engineering duties in the office and in the field, related to construction, drafting, office research, and/or surveying. Construction related experience is highly desirable.

Engineering Technician (Senior) performs complex technical engineering work in the office and in the field involving any of the following functional area; construction inspection, environmental permitting/design, surveys and mapping or traffic and permits or other specialized work. As the advanced level technician, the incumbent may work in a lead capacity or on specialized tasks.

The eligible list established from this recruitment will be used to fill full-time and part-time regular, limited-term or extra-help positions as vacancies occur or the need arises.

POSITION REQUIREMENTS

Experience:

Engineering Technician - Eighteen months of engineering technician experience which includes technical engineering field or office work such as surveying, drafting, and/or construction inspection.

Engineering Technician (Senior) - Five (5) years of full time technical engineering experience involving engineering design, construction inspection, traffic engineering, surveying, plan review, or other specialized area(s) of assignment, supplemented by experience in interpretation and enforcement of specification requirements, field inspections, soil/aggregate material testing, and interaction with contractors.

AND

Education/Training: Completion of 15 semester units or equivalent from an accredited college or university in mathematics, engineering design, construction inspection, traffic engineering, surveying, or other related fields. See **Document Submittal Requirements** for more information.

SPECIAL REQUIREMENTS

Possession of or ability to obtain a valid Class C California driver's license is required.

Incumbents may be required to work outdoors in all types of weather conditions.

To view the job description for this position, please visit:

<http://www.solanocounty.com/civicax/filebank/blobdload.aspx?blobid=15794>

BENEFITS

Solano County offers a cafeteria-style medical package with health benefits, offered through CalPERS. The County contribution for family coverage for the 2019 calendar year is \$1,498.09 per month. The County offers a cash back provision for those who choose employee-only or who waive medical insurance coverage. The County may offer a supplemental contribution for employees enrolled in Employee plus Two or More coverage.

Dental and vision insurances for the employee and eligible dependents are paid 100% by the County.

Solano County participates in CalPERS retirement and contributes to Social Security.

The County observes 12 fixed, paid holidays per year.

Vacation is accrued at approximately 10 days per year for the first 3 years.

Sick leave accrues at approximately 12 days per year.

Employees are eligible to receive an additional 2.5% longevity pay, per level, after the completion of continuous service at 10, 20, 25, 30 and 35 years.



To review complete benefits information, please visit:

<http://www.solanocounty.com/civicax/filebank/blobdload.aspx?blobid=16512>

Extra-help employees who work less than 29 hours per week do not typically receive or accrue benefits of regular employees during their period of employment. All extra-help employees accrue .034 hours of Paid Time Off for every full hour worked.

To view the benefits for an extra-help position, please visit:

<http://www.solanocounty.com/civicax/filebank/blobdload.aspx?blobid=16516>

Selection Process

01/18/2019 – Deadline to submit application and required documents.

02/06/2019 – Tentative date for oral board exam and in-basket exercise for most qualified applicants.

Based on the information provided in the application documents, the qualified applicants may be invited for further examination and will either be pre-scheduled by the Department of Human Resources or be invited to self-schedule. **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 selection process may consist of an initial application screening, a mandatory information meeting, a supplemental questionnaire assessment, a written and/or practical exam, an oral board exam, or any combination listed. Responses to supplemental questions may be used as screening and testing mechanisms and will be used to assess an applicant's ability to advance in the process; as such, responses to supplemental questions should be treated as test examination responses. Information contained herein does not constitute either an expressed or implied contract.

A minimum score of 70% is required to continue in the selection process, unless otherwise announced.

All potential new hires and employees considered for promotion to management, confidential positions or unrepresented positions will be subject to a background and reference check after contingent job offer is accepted. These provisions are subject to change.

RETIREES - Solano County invites all qualified candidates to apply for positions; however pursuant to Government Code Section 21221(h) and 21224, hiring restrictions may apply to California Public Sector Pension Plan Retirees.

How To Apply

Please visit the County of Solano website, www.jobsatsolanocounty.com, to apply. Applications must be submitted through the JobAps system. Paper copies of applications are not accepted. All additional application materials as requested in the job announcement (degree/transcripts, certificates, DD-214 if applicable, ADA Accommodation Request) must be submitted with the Document Cover Sheet, available on the employment website:

<http://www.jobaps.com/Solano/sup/doccover.pdf> or at the Department of Human Resources' office, and are due by the final filing date.

Previously submitted application materials (i.e. copies of diploma and/or transcripts, etc.) for prior recruitments will not be applied for this recruitment but must be re-submitted for this recruitment.

Any further questions can be directed to the Department of Human Resources at (707) 784-6170 or at 675 Texas Street, Suite 1800 Fairfield 94533. The office is open Monday-Friday, 8:00 a.m.-5:00 p.m. EOE/AA.

Document Submittal Requirements

This position requires the submittal of college transcripts. All candidates qualifying for the position under the education requirement **must submit a copy of their official/unofficial transcripts** (verifying the institution name, student name, courses and units completed) **by the final filing date**. Candidates who fail to submit their transcripts by the final filing date will be disqualified from the recruitment.

PLEASE NOTE THE FOLLOWING: Candidates who attended a college or university that is accredited by a foreign or non-U.S. accrediting agency must have their educational units evaluated by an educational evaluation service. The result must be submitted to the Human Resources Department no later than the close of the recruitment. Please contact the local college or university to learn where this service can be obtained.

How to Submit Your Documents

In addition to uploading attachments when applying online, candidates may submit documents in-person or by mail at Solano County Department of Human Resources 675 Texas Street, Suite 1800, Fairfield CA 94533, by fax to (707) 784-3424, or by email to recruitment@solanocounty.com. When submitting documents in-person, by mail or by fax, include the recruitment title (Engineering Technician and/or Engineering Technician (Senior)) and the recruitment number (18-473010-02 and/or 18-474010-02). If submitting documents by email include the recruitment title and recruitment number in the subject field.

Supplemental Questionnaire

This Supplemental Questionnaire will be used to determine applicants' qualifications for this position and assess an applicant's ability to advance in the recruitment process; therefore, applicants are encouraged to answer all questions thoroughly and completely. Omitted information will not be considered or assumed. Applicants who have no experience in a specific area are recommended to state "no experience in this area" instead of leaving the space blank.

Please note that the experience in your answers must be reflected in your employment history.

1. Please describe your experience in construction inspection and/or working on technical engineering field work.
2. Please describe your knowledge and experience with project plans, specifications, and materials testing procedures.

Veterans Preference Points

To be eligible, applicant must have served at least 181 consecutive days of active duty in the Armed Forces of the United States and have received either an honorable discharge or a general discharge under honorable conditions. A COPY OF THE DD 214, SHOWING DISCHARGE TYPE (GENERALLY COPY 4), MUST BE RECEIVED IN THE HUMAN RESOURCES DEPARTMENT **BY THE FINAL FILING DATE**. Applicants who have a service connected disability must also submit a recent award letter from the VA stating they are receiving disability benefits for service connected reasons.

Veteran applicants for initial County employment with an honorable or general under conditions discharge shall receive five (5) points added to their combined score. Disabled veterans rated at not less than 30% disability shall have ten (10) points added to their combined score. Veteran's preference points will only be added to passing scores in competitive open examinations.

Americans With Disabilities Act

It is the policy of Solano County that all employment decisions and personnel policies will be applied equally to all County employees and applicants and be based upon the needs of County service, job related merit, and ability to perform the job.

APPLICANTS WITH DISABILITIES: Qualified individuals with a disability, who are able to perform the essential functions of the job, with or without reasonable accommodation, and need an accommodation during any phase of the recruitment/testing/examination process (as detailed in the "Selection Process"), must complete the following Request for Testing Accommodation by Applicants with Disabilities Form: <http://www.solanocounty.com/civicax/filebank/blobdload.aspx?BlobID=23215>.

This form must be received in the Human Resources Department **by the final filing date** of the recruitment. Applicants will be contacted to discuss the specifics of the request.

Solano County

Click [here](#) to take a video tour of Solano County.



The County of Solano offers a blend of agriculture, corporate business, cultural venues, festivals and events, and provides residents with many recreation and entertainment choices. The County is also home to Travis Air Force Base.

Solano County is centrally located and serves as a gateway to all that Northern California has to offer. The Napa Valley is less than 20 miles away, two world-class public universities (UC Berkeley and UC Davis) are 20 miles away, and both San Francisco and Sacramento are less than 40 minutes away. Day trips can also be made to South Lake Tahoe and

Monterey.

With its strategic location, affordable housing, natural resources, responsible land use planning, and attractive quality of life, Solano County is a great place to live, learn, work and play.

County Population (January 2016): 431,498

The provisions of this bulletin do not constitute an expressed or implied contract. Any provision contained in this bulletin may be modified or revoked without notice.

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