



Stanislaus County
C A L I F O R N I A

Associate Civil Engineer

\$79,081.60 - \$96,137.60 Annually

**While this is a continuous recruitment, we encourage you to apply
Immediately as this recruitment may close at any time**

Oral Exams will be held as qualified applications are received.

About The Community

Located in the heart of California's fertile Central Valley, Stanislaus County is blessed with mild weather year round and some of the world's richest soil. With a population of nearly 525,000, Stanislaus County is proud of its vibrant citizenry, great traditions, educational opportunities, and multicultural lifestyles. The area offers a mixture of urban, suburban, and rural environments and lifestyles. The economy is based primarily on agricultural production and related services, food processing and retail. California State University Stanislaus and Modesto Junior College are high educational institutions located in the County.

The area offers a variety of cultural events including the Gallo Center of Performing Arts and a Minor League baseball team. We are centrally located, with the San Francisco Bay Area, Silicon Valley, Sacramento and California's Central Coast only a 90 minute drive from Modesto. To the East are the foothills of the Mother Lode country which lead to the majestic Sierra Nevada mountain range, Yosemite National Park and Lake Tahoe.





About The Department

WHO WE ARE

More than 100 dedicated men and women serve the residents of unincorporated Stanislaus County. Public Works divisions are Road and Bridge, Engineering, Transit System, Morgan Shop and Administration.

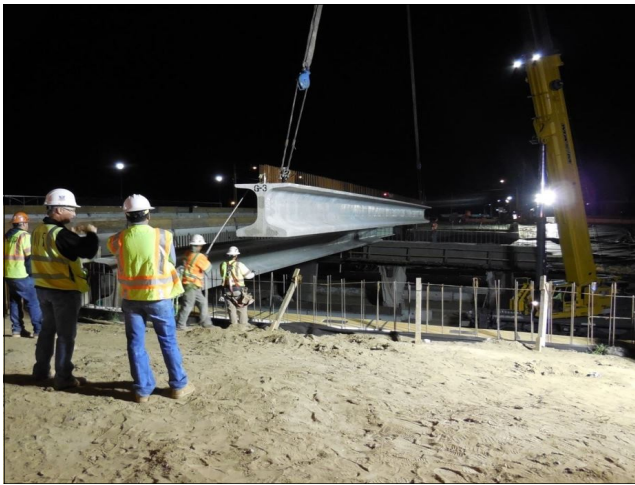
WHAT WE DO

- Road and Bridge maintains the County's 1,512 mile road system and 232 bridges, including preventive road maintenance, resurfacing roadways, and maintenance of bridges and storm water systems. Also included is the maintenance management of various special districts, such as landscape, lighting, and storm drain.
- Engineering provides design and construction management for various road and bridge construction and reconstruction projects. County Surveyor's Office provides services for survey mapping, abandonment, certificates, monumentation, and indexing of County survey maps. It also protects, maintains, and perpetuates land survey monuments.
- Local Transit operates Stanislaus Regional Transit ("StaRT"), the County's public transportation system, which links with city transportation systems to provide transit services to 16 communities in the County.
- Morgan Shop provides equipment and vehicles to other Public Works divisions. It also provides vehicle and equipment maintenance as requested to other County departments.

GENERAL INFORMATION

This recruitment is being conducted to fill a vacancy for the Public Works Department and establish an eligible list to fill future full-time and part-time vacancies.

Qualified candidates from other public agencies may qualify for lateral hiring incentives and/or 1937 Retirement Act reciprocity. Cell phones are typically incompatible with the online application format or browser. We recommend using a desktop or laptop computer. If you are still having technical difficulties, please call NEOGOV at 1-855-524-5627.



ABOUT THE POSITION

The Public Works Department supports the Board of Supervisors' goals and priorities of a well-planned infrastructure system and efficient delivery of public services through its five major operating divisions. The department strives to be the leading Public Works Department through innovative stewardship of infrastructure and environment.

The Associate Civil Engineer is assigned difficult projects and is given latitude for exercising independent judgment and initiative. This individual may also be in charge of an engineering section in the Public Works Department and has continuing responsibility for the work of that section. This position performs professional engineering work in the investigation, planning, design, construction and maintenance and operations of a variety of public works projects and systems including, but not limited to transportation, water quality, development projects, traffic, community services areas and trains and supervises technical and professional personnel. This position is subject to overtime, standby, and callback assignments. Performs related duties as assigned.

TYPICAL TASKS

- Participate in and prepare engineering studies and reports;
- Coordinate public works and development related activities with other departments, divisions, outside agencies, citizens, consultants, and developers;
- Design difficult and complex public works projects;
- Research and revise County standards as required;
- Prepare Requests for Qualifications and Requests for Proposals;
- Assist in the selection of consultants;
- Manage consultant contracts;
- Review consultants' work and provide technical guidance;
- Project management of a variety of projects simultaneously, from conception through construction, which involves developing project schedules, right of way certification, utility relocation, monitoring project progress and budget, obtaining necessary permits, preparing and maintaining project files, monitoring quality of projects and ensuring deadlines are met;
- Review routine field and laboratory tests of construction materials;
- Write related memoranda, board agenda items, and reports;
- Perform engineering design using various computer applications and draw plans on CAD systems;
- Receive and review public requests for traffic control device changes;
- Collect and analyze data to evaluate requests and prepare recommendations;
- Perform intersection traffic control analysis to determine need for traffic control measures;
- Conduct site investigations;
- Develop design plans, specifications and cost estimates for transportation engineering projects;
- Prepare and administer Federal and State grants; review and develop signal timing plans; check and analyze Environmental Impact Reports and other CEQA and NEPA documents;
- Prepare permit applications to various regulatory agencies related to public works projects;
- May prepare and check legal descriptions for deeds, easements, and right of way;
- Sign and stamp plans and documents prepared under their direction as the Engineer of record;





TYPICAL TASKS (CONT.)

- Assign, direct, train and review the work of engineers and para-professional employees.
- Meet and confer with officials, representatives from other governmental organizations, the general public, contractors and consultants regarding public works matters; and
- Perform related duties as assigned.
- involved in production of precision technical plans, drawings and models;
- Records management principles and practices;
- Map review and preparation of legal descriptions;
- Common descriptions of real property; and,
- Various codes and court decisions affecting departmental operations.

EDUCATION AND EXPERIENCE

Proof of Education is required for verification purposes at the time of application. Applicants who are unable to submit proof must call (209) 525-4167 to make other arrangements before 5 p.m. on the final filing date. Failure to submit proof or make other arrangements before the final filing deadline will result in disqualification.

- At least two (2) years of professional civil engineering experience, one (1) year of which must have been in a supervisory or lead capacity;
- Possession of a valid Certificate of Registration as a professional engineer in civil engineering issued by the California State Board of Registration for Professional Engineers. A Bachelor's degree is anticipated as part of certification.

MINIMUM QUALIFICATIONS:

SKILLS/ABILITY

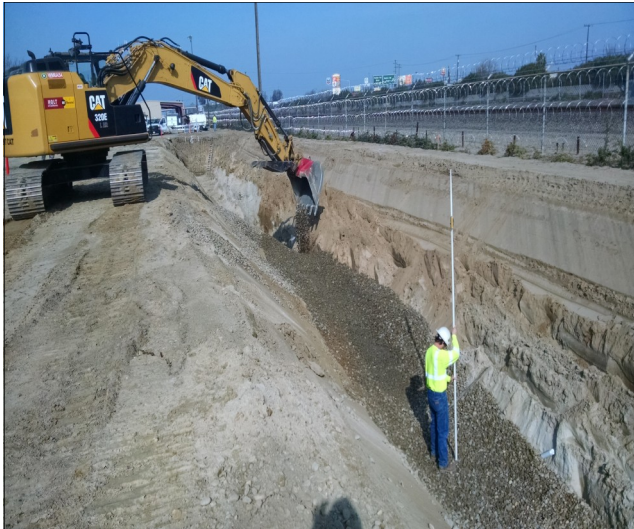
- Perform the full range of professional public works engineering duties with only occasional instruction or assistance as new or unusual situations arise;
- Prepare accurate estimates of costs, schedules, personnel/materials and other resources related to engineering project responsibilities; make recommendations related to existing or anticipated project budgets;
- Work effectively with a variety of internal and external customers to accomplish goals and objectives; deal professionally with the public, developers, consultants, and contractors;
- Prepare and present oral presentations to a variety of internal and external customers at public meetings; and,
- Plan and supervise the work of both professional and para-professional employees.

KNOWLEDGE

- Principles and practices of civil engineering;
- Surveying and engineering mathematics;
- Principles of Project Management, Construction Management or Contract Administration;
- Principles and practices of supervision, training and performance management;
- Specialized equipment and technology used in engineering;
- Knowledge of design techniques, tools, and principles

DESIRABLE QUALIFICATIONS

- Knowledge of the State of California Local Assistance Procedures Manual (LAPM), OR
- Knowledge of the State of California Highway Design Manual (HDM), OR
- Familiar with Federal funding sources for transportation projects such as; RSTP, CMAQ, HSIP, STIP, ATP, OR
- Experience with the following computer software: MS-Word, Excel, Project, AutoCAD (current version), OR
- Experience and knowledge of NPDES Storm Water permitting regulations as they relate to the planning and construction of transportation projects, OR
- Be certified as a Qualified SWPPP Developer (QSD) and/or Qualified SWPPP Practitioner (QSP).



LICENSE

Applicants must possess and maintain a valid California Class C Driver's License, vehicle insurance, and remain free from repeated preventable accidents.

CLASSIFICATION INFORMATION

Unless otherwise provided, this position is part of the Classified Service of the County and is assigned to the Mid Management/Supervisory bargaining unit for labor relations purposes.

Individuals who are in a full-time classified position are required to serve a twelve-month probationary period, which may be extended an additional six months for a total of eighteen months.

EQUAL EMPLOYMENT OPPORTUNITY

The County of Stanislaus is an Equal Opportunity Employer. All qualified applicants are encouraged to submit online application (s) for open position (s).

Stanislaus County is committed to establishing and maintaining effective working relationships with the general public, co-workers, supervisors, and members of diverse cultural and linguistic backgrounds regardless of race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, pregnancy related condition, marital status, gender/sex, sexual orientation, gender identity, gender expression, age (over 40), political affiliation or belief, or military or veteran status.



APPLICATION PROCEDURES/FINAL FILING DATE

To begin the application process, go to www.stanjobs.org. Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

Resumes will not be accepted in lieu of a completed application form.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application form. Information on your resume and cover letter will not substitute for the education, work experience, and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

CONVICTION/CRIMINAL HISTORY INFORMATION QUESTIONNAIRE:

Once it is determined that you meet the minimum qualification for this position, you will receive an email informing you to complete a conviction questionnaire (you may be asked to complete this process for each application submitted). You will have five (5) working days from the date on the email to follow the detailed instruction and complete the questionnaire. A completed conviction questionnaire is required to continue in the recruitment process.

TESTING ACCOMMODATIONS

Arrangements may be made to accommodate disabilities or religious convictions. Describe the special test arrangements you require in the "Additional Information" section of the application form.



GENERAL QUALIFICATIONS

- Pass County-paid pre-employment drug screening and job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulation as required.

APPLICATION AND/OR EXAMINATION APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud, and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this bulletin to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information, which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understandings, and such information prevails over information contained in this bulletin. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/Human Resources.

