

THE COUNTY OF SANTA CRUZ

ANNOUNCES AN EMPLOYMENT OPPORTUNITY FOR **COUNTY TRAFFIC ENGINEER / ROAD OPERATIONS ENGINEER (SENIOR CIVIL ENGINEER)**

Open and Promotional

Job # 17-EE3-02

Salary: \$8,682 – 11,604 / Month

SUPPLEMENTAL APPLICATION REQUIRED

LAST DATE TO APPLY: Friday, September 8, 2017

THE JOB: Under general direction, plan, direct, coordinate, schedule, review and evaluate the work of a section of the Public Works Department or Planning Department; review and analyze technical and engineering issues; and perform other duties as required. Incumbents supervise a staff of engineers, paraprofessional engineers, engineering aides, and other support staff. **The current vacancies are in the Road Operations Engineering and Traffic Engineering divisions of the Department of Public Works.** In the Traffic Engineering Division, incumbents perform oversight for traffic engineering and traffic operations; design signal systems, and recommend traffic operational improvements. A valid certificate of registration as a Civil Engineer is required, **and a valid certificate of registration as a Traffic Engineer issued by the California Board of Professional Engineers is highly desirable.** In the Road Operations Engineering Division, incumbents perform the most difficult and complex engineering work or serve as the technical expert in reviewing and analyzing engineering issues connected with road operations. Road Operations Engineers are required to possess a valid certificate of registration as a Civil Engineer issued by the California Board of Registration for Professional Engineers. **The list established from this recruitment will be used to fill current and future vacancies during the life of the eligible list.**

THE REQUIREMENTS: Any combination of education and experience that would provide the required knowledge and abilities is qualifying, unless otherwise specified. A typical way to obtain these would be to have equivalent to graduation from an accredited college with a major in civil, traffic, environmental, or sanitary engineering; or biological, chemical, physical or soil science; or a related field; **AND** five (5) years of increasingly responsible engineering experience that demonstrates possession and application of the knowledge and abilities listed below. A Master's Degree in Civil Engineering or a closely related field may be substituted for one year of the required engineering experience.

Special Requirements:

- Certificate: For some positions, possession of a valid certificate of registration as a Civil Engineer issued by the California Board of Registration for Professional Engineers. (For Traffic Engineering assignments: In addition to registration as a Civil Engineer, possession of a valid certificate of registration as a Traffic Engineer issued by the California Board of Registration for Professional Engineers is desirable.)
- License: Possession of a valid California Class C Driver License (upon hire.)
- Availability to work irregular hours, including responding to twenty-four hour emergency calls.

Special Working Conditions: Exposure to variable temperatures and weather conditions; high levels of noise; dust; strong, unpleasant odors; heights, such as on bridges; working alone in isolated areas; the possibility of contact with potentially hostile people; cramped work spaces; and bodily injuries. Some positions may be required to occasionally lift manhole covers, soil samples and environmental process equipment. Potential exists for exposure to toxic materials such as landfill gas, sewer gas and discarded household or commercial chemicals.

Knowledge: For all assignments, thorough knowledge of current Federal, state, and local laws, rules, and regulations relating to the specific program assignment; some knowledge of principles and practices of supervision and training; principles of public

administration, including organization, management, and budgeting; and application of data processing to Public Works or Planning programs. For Civil and Construction Engineering assignments, thorough knowledge of principles and practices of civil engineering as applied to public agencies; strengths, properties, and uses of materials in engineering construction; working knowledge of methods of design and/or construction and inspection for public works or planning projects including streets, storm drains and sanitation systems, structures and bike paths; principles of traffic engineering and methods for properly regulating vehicular and pedestrian traffic flows (may be required for some positions); hydrology and hydraulic design engineering; some knowledge of wastewater engineering (some positions.) For Solid Waste Engineering assignment, thorough knowledge of landfill and solid waste engineering relative to operating landfill and transfer stations; some knowledge of strengths, properties, and uses of materials in engineering construction. For Water and Wastewater Engineering assignments, thorough knowledge of the methods, materials, tools, and equipment used in the operation, maintenance, and repair of wastewater collection, treatment, and transmission facilities; safety practices observed in sanitation operations; and governmental regulations related to the treatment and distribution of drinking water and the treatment and disposal of domestic wastewater. For Flood Control Engineering assignment, thorough knowledge of watershed management; flood control activities, including flood modeling; governmental regulations and permit processing for flood control improvement projects and routine maintenance activities.

Ability to: Plan, organize, supervise, train, and evaluate the work of professional and technical staff; schedule work, determine priorities, and make decisions to resolve difficult problems; analyze technical and administrative problems and develop and implement solutions; coordinate section activities with other sections and departments; understand, interpret, explain and apply applicable laws, rules, and regulations; supervise the preparation of engineering designs, plans, and specifications in the construction and modification of public works facilities (some positions); plan, organize, and administer an extensive sanitation maintenance operation (some positions); supervise the inspection and monitoring of contractor compliance with approved engineering plans and specifications in the construction and modification of public works facilities; establish and maintain effective working relationships; effectively apply traffic engineering principles in establishing and maintaining safe and efficient vehicular and traffic flow patterns (some positions); effectively manage and administer a flood control program including project and maintenance regulatory permitting (some positions); perform difficult and complex engineering work; prepare clear and concise administrative and technical reports; speak effectively before groups; prepare budgets; and learn to input, access, and analyze data using a computer.

THE EXAMINATION: Your application and supplemental application will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental application. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental application to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY 711. Applications will meet the final filing date if received: 1) In the Personnel Department by 5:00 p.m. on the final filing date, 2) Submitted online before midnight of the final filing date. **Following a review for minimum qualifications, applicants who are selected to move forward in the recruitment process will be notified that they must submit a completed conviction history questionnaire in order to continue to the examination phase of the process.**

Women, minorities and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require fingerprinting and/or background investigation.

EMPLOYEE BENEFITS:

VACATION - 16 days 1st year, increasing to 31 days per year after 15 years' service. Available after 1 year service.

ADMINISTRATIVE LEAVE – One week advanced upon appointment; two weeks accrued each year; can be taken in cash or time off.

HOLIDAYS - 12.5 paid holidays per year.

SICK LEAVE - Six days per year.

BEREAVEMENT LEAVE - 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN - County pays for employee and eligible dependent coverage.

VISION PLAN - The County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT AND SOCIAL SECURITY - Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013 (PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

LIFE INSURANCE - County paid \$50,000 term policy. Employee may purchase additional life insurance.

LONG TERM DISABILITY PLAN - Plan pays 66 2/3% of the first \$13,500, up to \$9,000 per month maximum.

DEPENDANT-CARE PLAN - Employees who pay for qualifying child or dependent care expenses may elect this pre-tax program.

H-CARE PLAN - Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) – Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION - A deferred compensation plan is available to employees.

NOTE: The provisions of this bulletin do not constitute an expressed or implied contract.

SUPPLEMENTAL APPLICATION

MUST BE SUBMITTED WITH APPLICATION

These supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your responses must also be included in the Employment History section of your application.

INSTRUCTIONS: Describe the scope and level of your experience in the following questions. For question 4, you may answer part A and/or part B. NOTE: Your responses may be used to selectively certify the eligible list for the different vacancies based on your knowledge and experience in each specialty area.

1. Do you currently possess or are you willing to obtain (within two years of hire) a valid certificate of registration as a Traffic Engineer issued by the California Board of Professional Engineers?

Yes

No

2. Describe your experience preparing project budgets and annual budgets, and describe how they related to a Capital Improvement Program.
3. Describe your experience managing professional staff and working with engineers on design projects. Include the various technical staff you have worked with and your level of authority/responsibility. Also, outline the methods you used to prioritize, assign, and review the work of technical staff.
4. Part A (Traffic Engineer Assignment): Describe your education, certification, and experience in municipal traffic engineering.

Part B (Road Operations Engineer Assignment): Describe your experience in municipal pavement management systems and projects.

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