



CITY OF IRWINDALE
invites applications for the position of:

Director of Engineering / Building Official

SALARY: \$166,200.00 - \$202,018.00 Annually

DEPARTMENT: Public Works Engineering

**OPENING
DATE:** 02/07/23

**CLOSING
DATE:** Continuous

DESCRIPTION:



DIRECTOR OF ENGINEERING / BUILDING OFFICIAL

EXCELLENT BENEFITS PACKAGE

Health, Dental, and Vision Premiums Paid at 100% for Employee and Eligible Dependents

Choice of CalPERS PPO/HMO Health Plans

Retiree Medical (subject to vesting)

3% COLA Effective July 2023

The first review of applications will be March 9, 2023. Applicants are encouraged to apply early. Applicants who apply after the first review date are not guaranteed to be considered for this recruitment. This recruitment may close any time after the first review when a sufficient number of qualified applications have been received.

About the Community:

Founded in 1860 by pioneers whose descendants still form the core of the City's small close-knit residential population, the City of Irwindale was incorporated in 1957 as a unique center for business and commerce. Known as "Jardin de Roca," Spanish for "Garden of Rocks," the City's origins derive from a sand and gravel mining industry that has produced materials used to construct many of our nation's roads and highways. Situated in the San Gabriel Valley, approximately 20 miles east of downtown Los Angeles, at the junction of the 605 and 210 freeways, Irwindale has undergone a renaissance, transitioning from a mining-oriented community to a manufacturing and high-tech based, modern suburban city.

The City of Irwindale enjoys progressive growth, guided by a unique vision distinguishing it as a city that takes pride in its close-knit, family-oriented community environment. The City is also at a critical juncture in its growth, development, and transition from a historical mining community to a rapidly developing commercial and industrial job base. Through its reclamation efforts, the City of Irwindale is one of the last locales in the San Gabriel Valley able to offer large parcels of land for commercial and industrial projects. Newer and more exciting development ventures are currently in the works to continue to expand the City's job base to include more retail and high-tech uses.

City Government:

Irwindale is a charter city operating under a Council-Manager form of government with an FY2022/23 total operating and capital budget of \$44.3 million and a \$28.5 million general fund. The City is committed to providing its residential and business community with a safe, beautiful, and economically vibrant community through responsible leadership, sound fiscal management, excellent customer service, dedication, teamwork, and integrity.

The Position:

Under general administrative direction, plans, directs, manages, and oversees the activities and operations of the Public Works Engineering Department including streets, sewer, storm drains, traffic signals, bridges, engineering, building and safety, National Pollutant Discharge Elimination System (NPDES) Programs, Capital Improvement Program, Construction and Demolition Diversion/Recycling, and mining compliance programs, services, and activities; coordinates assigned activities with other departments, outside consultants, and outside agencies; represents the City in a variety of meetings with the State Mining and Geology Board and the State Department of Conservation; and provides highly responsible and complex administrative support to the City Manager and City Council.

For a full job description and to view the full responsibilities of the position, go to: [Director of Engineering / Building Official](#)

Experience & Education:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

- A Bachelor's degree from an accredited college or university with major course work in civil engineering, business or public administration, or related field. A Master's degree is desirable.
- Eight years of increasingly responsible experience in public works, engineering and capital improvement projects including three years of experience in building inspection, plan checking, and code compliance AND three years of management and administrative responsibility.
- Experience in Open Pit Mine operation and underwater mining techniques desirable.
- Possession of an appropriate, valid driver's license.
- Certification as a Professional Engineer in civil engineering in California is required.
- Certification as a Professional Engineer in traffic engineering in California is desirable.
- Possession of a Building Official certification issued by the International Code Council (ICC) is desirable.
- **The following document is required to be submitted with the application.**
Candidates who fail to provide the required document at time of application will not be invited to participate in the selection process: Professional Engineer in Civil Engineering in California Certificate

The City of Irwindale offers an attractive and competitive benefits package including:

- 2% at 55 PERS retirement (Classic Members), Employee pays 7% of salary; 2% at 62 PERS retirement (New Member) Employee pays 6.25% of salary
- 3% COLA effective 7/1/2023
- Medical, Dental and Vision Insurance (premiums paid at 100% for employees and their eligible dependents) - Choice of CalPERS HMO/PPO Health Plans
- 96 hours of vacation leave per calendar year
- 140 holiday/floating holiday hours per calendar year
- 60 hours administrative leave per calendar year

- 96 hours of sick leave per calendar year
- \$100,000 life insurance on employee and \$5,000 on dependents
- Monday through Thursday work week
- Bilingual pay for Spanish or Sign Language proficiency at 2½% of salary
- Education Incentive Pay
- Employee Assistance Program (EAP)

EXAMPLES OF DUTIES:

QUALIFICATIONS:

SUPPLEMENTAL INFORMATION:

SELECTION PROCESS: Applications will be reviewed and only those candidates whose applications and resume most clearly demonstrate the job related experience, education, and training sought by the City shall be selected to move forward in the recruitment process, which may consist of a written exam, performance tests, and oral interviews. The final candidate must successfully complete a thorough background which may include: medical exam, drug screening, employment history verification, DMV check, and fingerprinting.

APPLICATION PROCEDURE: Complete an online application at <https://www.governmentjobs.com/careers/irwindaleca>. The online application process allows you to attach electronic documents (i.e. resume, certifications) that you would like the hiring department to take into consideration when reviewing your application. Once your application is created, you will have the ability to apply for other positions of interest as they become available. Please feel free to contact Human Resources at (626) 430-2200 or hr@irwindaleca.gov should you have any questions or need assistance.

Communication regarding your application and/or status will be sent to the email address listed on your application. Please check your email regularly throughout process.

All applicants must be legally eligible for employment in the United States. The provisions of this bulletin do not constitute an expressed or implied contract and any provision contained in this bulletin may be modified or revoked without notice. The City of Irwindale does not discriminate and is an Equal Opportunity Employer.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.irwindaleca.gov>

5050 Irwindale Ave
Irwindale, CA 91706
626-430-2200

hr@irwindaleca.gov

Position #23-02
DIRECTOR OF ENGINEERING / BUILDING OFFICIAL
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