

POSITION: **SENIOR CIVIL ENGINEER (PS101292)**
Position is affiliated with the International Federation of Professional and Technical Engineers, Local #21

LOCATION: **San Francisco, CA - Golden Gate Bridge Toll Plaza**

SALARY RANGE: **\$117,977.60 - \$142,563.20 + Benefits (40 Hour Workweek)**
Employee pays up to 7% of salary/wage toward CalPERS retirement plan

DATE POSTED: **May 29, 2018**

CLOSING DATE: **Open Until Filled**

OPENINGS: **1 and to create an Eligibility List**

OPEN TO: **All Qualified Applicants**



POSITION DESCRIPTION:

Under general direction, performs responsible professional level engineering and administrative work in connection with a wide variety of engineering projects. May direct professional and paraprofessional engineering personnel engaged in the planning, design and construction phases of engineering projects. Responsibilities include: developing, coordinating and executing engineering methods and policies affecting a wide range of engineering activities; regular contact with professional engineering consultants, governmental agencies, involved communities and contractors in connection with complex and difficult engineering matters; overall supervision and review of detailed and complex engineering calculations, plans, specifications and technical papers; and performs related duties as required.

MINIMUM JOB REQUIREMENTS:

EDUCATION AND WORK EXPERIENCE REQUIREMENTS

- Bachelor's degree in Civil Engineering or closely related field
- Five years' progressively responsible experience in design, estimating, specification preparation, contract preparation, related phases of engineering and inspection of construction projects, including one year supervisory experience.

REQUIRED LICENSE (S):

- Registration (P.E. license) as a Civil Engineer in the state of California.
- Must possess and maintain a current, valid California driver's license and satisfactory driving record.
- May operate District vehicles.

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ESSENTIAL RESPONSIBILITIES:

- Prepares reports, calculations, design plans, specifications, schedules, cost estimates and other materials related to the planning, design and construction phases of engineering projects and refers them to their supervisor for final approval
- Prepares and refers to the District Engineer or designee, contract documents and agreements for the planning, design and construction phases of engineering projects with professional engineering consultants, contractors, utilities and governmental agencies
- Confers with other departments and agencies relative to engineering projects and work programs to ensure proper coordination of all related activities and responsibilities
- Makes field trips and inspections to resolve serious differences of opinion between engineers and contractors' representatives as they relate to design matters
- Conducts and attends conferences and meetings in connection with planning and design of improvement and construction projects
- Ability to use computers including proficiency with spreadsheets
- Prepares and supervises the preparation of a variety of engineering calculations, data and reports in connection with planning, development, and construction of projects
- Makes oral presentations
- Modern engineering methods and techniques and the strengths and uses of construction materials
- Engineering features of design and construction problems
- Various phases of transportation engineering and systems planning
- Transportation economics and finances
- Factors which influence the impact of transportation facilities on the environment, the community and the economy
- Principles and techniques of administration, personnel management and supervision
- Originate, prepare and check: calculations, designs, details, cost estimates, plans, specifications and contract documents
- Meet and consult with professional engineering personnel and public, private and community officials on engineering problems
- Plan and direct the work of others, judge work quality and performance
- Prepare technical correspondence and complete comprehensive reports
- Prepare articles for publication and address audiences effectively
- Analyze situations accurately and adopt an effective course of action
- Regular and reliable attendance and performance

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Modern engineering methods and techniques and the strengths and uses of construction materials
- Engineering features of design and construction problems
- Various phases of transportation engineering and systems planning
- Transportation economics and finances
- Factors which influence the impact of transportation facilities on the environment, the community and the economy
- Principles and techniques of administration, personnel management and supervision
- Originate, prepare and check: calculations, designs, details, cost estimates, plans, specifications and contract documents

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REQUIRED KNOWLEDGE, SKILLS AND ABILITIES (CONTINUED):

- Meet and consult with professional engineering personnel and public, private and community officials on engineering problems
- Plan and direct the work of others, judge work quality and performance
- Prepare technical correspondence and complete comprehensive reports
- Prepare articles for publication and address audiences effectively
- Analyze situations accurately and adopt an effective course of action

PHYSICAL REQUIREMENTS:

- Must inspect construction work on the Golden Gate Bridge, other structures and buildings, climb scaffolds, catwalks and ladders
- Carry test, inspection and survey equipment that may weigh up to 50 pounds
- Occasionally crawl through pipes, trenches and other excavations
- Work from heights
- Work outside in all weather conditions
- Work on and over water

APPLICATION PROCEDURE:

FAILURE TO MEET ANY OF THE REQUIREMENTS STATED BELOW MAY RESULT IN REJECTION OF YOUR APPLICATION

TO APPLY: www.goldengate.org/jobs

Applicants must apply online by the deadline date. Applications received after the deadline will not be considered.

The District's Human Resources Kiosk is available for filling out and submitting your online application and employment documents. The HR kiosk is located at the San Rafael Office. For directions and general information, visit our website www.goldengate.org.

All notices related to District recruitments for which you apply will be sent via email. Please ensure the email address you provide on your application is correct, and add '@goldengate.org' as an accepted address to any email blocking or spam filtering program you may use to ensure receipt of notification from the District regarding your recruitment application. The District is not responsible for notices that are not read, received, or accessed by any applicant for any District recruitment.

THE FOLLOWING DOCUMENT(S) MUST BE SUBMITTED AT TIME OF APPLICATION:

1. GGBHTD Online Employment Application
2. Resume (Attach as PDF copy to your online application)
3. Registration (P.E. license) as an Civil Engineer in the state of California (Attach as PDF copy to your online application)

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THE SELECTION PROCESS FOR THIS POSITION may include: ()**

- Oral Panel Interview
- Department interview for final candidates
- Medical Examination (post offer of employment)
- Drug Testing (post offer of employment)
- Background, Employment and Security Investigation

****The District is a drug free workplace. Applicants under consideration will be required to undergo and pass drug testing prior to District employment.***

*****The District will invite ONLY those candidates whose qualifications MOST CLOSELY MATCH the position requirements to continue in the selection process. The District may convene the panel for interview process as needed to establish a reasonable pool of candidates to consider for final rounds of interviews and selection.***

AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Golden Gate Bridge Highway and Transportation District to take all personnel actions on the basis of merit and other job-related factors, without regard to race, color, national origin, religion, sex (including pregnancy, childbirth, and related medical conditions), disability: physical or mental, age (40 and older), genetic information, marital status, sexual orientation and identity, medical condition, political affiliation or military status.

Applicants with Disabilities: The Human Resources Department will make reasonable efforts to accommodate applicants with disabilities to complete the Employment Application and in any job-related examination process. If you have special needs, please call (415) 257-4521 (Human Resources). The District's telecommunications device (TDD) for Persons with Hearing Disabilities is (415) 257-4554.

Revised 03/17/2014 SS

Revised 5/29/2018 LG

**Human Resources Administration
GGBHTD
1011 Andersen Drive
San Rafael, CA 94901-5318**
