



# COUNTY OF GLENN



Is recruiting for a

## ENGINEER, ASSISTANT/ASSOCIATE CIVIL

### DEADLINE TO APPLY

**Friday, January 28, 2022**

### COMPENSATION

**Engineer, Associate Civil**

**\$3,248.80—\$3,948.00 Bi-weekly**

**Engineer, Assistant**

**\$2,896.00—3,319.20 Bi-weekly**

Plus an excellent benefits package:

Mid Managers Association Summary of Benefits

### THE SELECTION PROCESS

Candidates must submit a completed job application, Resume and Cover Letter. Application packets will be screened and candidates considered best qualified will move forward to a competitive examination process, which may include a written exam, practical skills exam, an oral interview, fingerprinting/background check or medical examination process if applicable. Eligible lists are used for Full-Time (40 hrs./wk. with benefits), Part-Time (20-39 hrs./wk. with benefits), and Public Service employee (PSE) temporary (limited benefits).

### THE POSITION

The Engineer, Assistant/Associate Civil position manages, directs and coordinates the activities of the Engineering Division including subdivision and cooperative projects; coordinates engineering activities with other divisions of the Public Works Agency and other departments; and provides highly complex staff assistance. The Engineer, Associate Civil is the advanced journey-level classification in the professional engineering classification series. Incumbents are expected to be able to perform all of the complex tasks typically performed by licensed civil engineers and requires registration as Professional Engineer. This position is scheduled for forty (40) hours per week.

### THE IDEAL CANDIDATE

The ideal candidate will be registered as a Professional Civil Engineer.

### WHAT YOU'LL DO

- Prepares plans and specifications for the construction, alteration and maintenance of a wide variety of civil engineering facilities including roads, rights of way, traffic signals, drainages, bridges, and related structures.
- Confers with officials of other government agencies, utility companies, consultants and land developers regarding construction and design regulation and policy issues.
- Designs road improvements and prepares plans, profiles, cross sections and other details and quantity estimates.
- Acts as resident engineer on complex construction projects.
- Inspects major construction projects in progress to assure compliance with plans and specifications.
- Reviews records of surveys, parcel and subdivision maps and use permits and other land use documents for approval of conditions.
- Compiles project records, prepares progress reports, expenditure reports, contract change orders, progress pay estimates and final project reports.
- May supervise lower level engineering staff and represent the Department at various meetings.

A complete job description and list of duties can be found at [www.countyofglenn.net](http://www.countyofglenn.net)

**About Glenn County** Glenn County has a population of 28,122 and is located mid-way between Sacramento and Redding in Northern California. Glenn County is primarily an agricultural community with mountains on the west, the Sacramento River bounding the east side and the Interstate 5 corridor taking you through the rich farm land of the County. With over 1,188 farms, agriculture remains the primary source of Glenn County's economy. Major commodities include rice, almonds, milk products, prunes, bees and livestock.

## ARE WE A MATCH?

- You are able to design complex engineering plans and prepare specifications for roads, bridges, drainage and other public works facilities.
- You have knowledge of design principles, the strength of materials and the stress analysis required in planning and designing roads and bridges.
- You have knowledge of principles and practices of project management.
- You have the ability to utilize computer hardware, software and peripherals to accomplish work objectives.

## MINIMUM QUALIFICATIONS

### **EXPERIENCE:**

**Engineer, Assistant** - Three years of recent engineering experience including at least two years at a level comparable to the Engineering Technician IV. **Engineer, Associate Civil** - Four years of professional civil engineering experience including at least two years at a level comparable to the Assistant Engineer. A Masters' degree in Civil Engineering may substitute for one (1) year of experience.

### **EDUCATION:**

**Engineer, Assistant/Associate Civil** - Bachelors of Science Degree in Civil Engineering or related technical field.

### **LICENSE OR CERTIFICATE:**

**Engineer, Assistant** - Possession of an appropriate California driver's license. Engineer-in Training/Land Surveyor-in-Training Certificate. **Engineer, Associate Civil** - Possession of valid California Registration as a Professional Civil Engineer and or obtain licensure in California by reciprocity within one-year from the date of hire. Failure to obtain licensure in California within the one-year period will result in the demotion to Assistant Engineer status.

## IMPORTANT APPLICATION INFORMATION

To apply for this job opportunity, submit a completed County of Glenn employment application packet online at [calopps.org](http://calopps.org) or to the Personnel Department: 525 W. Sycamore Street, Willows, CA 95988 by 5:00 P.M., Friday, January 28, 2022.

This recruitment may be used to establish a list to fill future vacancies for the next six (6) months.

### Application packets must include the following

- A Glenn County Employment Application
- Transcripts and/or Certificates
- Résumé
- Cover Letter

- The County of Glenn is an Equal Opportunity Employer. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the Personnel Department.
- The above information is general in nature and does not constitute an expressed or implied contract. The County of Glenn has the right to rescind this recruitment at any time.