



City of Vacaville

Associate Utilities Civil Engineer

SALARY	\$117,415.63 - \$142,695.69 Annually	LOCATION	Vacaville, CA
JOB TYPE	FULL-TIME	REMOTE EMPLOYMENT	Flexible/Hybrid
JOB NUMBER	01925	DEPARTMENT	Utilities Department
OPENING DATE	01/22/2024	CLOSING DATE	Continuous

ABOUT OUR JOB



The City of Vacaville - A beautiful place to live, a great place to work!

With more than 500 employees, the City of Vacaville values work-life integration and offers flexible/hybrid work schedules, every other Friday off, employee social and wellness activities, casual dress days, competitive pay, and a generous benefit, and retirement package.

Contribute to our vibrant community and join the City of Vacaville!

The City of Vacaville invites applications for the position of Associate Civil Engineer within our Utilities

Department. Currently, one (1) Associate Utilities Civil Engineer vacancy exists in the department. This recruitment will also serve to establish an eligibility list to fill additional vacancies that may occur over the next 12 months.

SALARY INFORMATION:

\$117,415.63 - \$142,695.69/Annually

This position works a "**Defined 9/75 schedule**", which is nine days over two weeks (typically eight 8.5-hour days and one 7-hour day with the tenth day off). In addition, this position is **eligible for a remote/hybrid work schedule**.

Working for the City of Vacaville comes with an excellent benefits package, including:

- Medical Insurance at affordable rates - City covers up to 85% of Kaiser premium & other plans also available
- Vision and Dental Insurance monthly premiums covered 100% by the City
- Paid leave for vacation, sick, thirteen holidays, and two floating holidays a year
- Up to 75 hours per year of Administrative Leave
- Tuition reimbursement and student loan repayment
- Deferred compensation plan with up to 6% City Contribution available

- California Public Employees Retirement System (CalPERS) plan enrollment and Retiree Health Savings account

See our generous [Benefits Summary](#) page for more detailed information.

An Associate Civil Engineer with the Utilities Department performs a wide range of professional engineering duties. Typical assignments may consist of, but not be limited to, the following:

- Project Planning and Management: Prepare project scope, schedule and cost for contract water and wastewater projects.
- Consultant Contract Management: Manage and administer consultant contracts; Public Works contracts; prepare RFQ/RFP.
- Design: Research and develop design criteria; prepare and review calculations, plans, drawings, specifications and estimates.
- Planning, Technical Review and Research: Review and evaluate technical reports and proposals; prepare regulatory permits associated with the design of water supply and wastewater-related projects.
- Supervisory: Mentor junior staff; prioritize and oversee project work by others; assist with technical challenges on the projects.

For more information, including a complete job description, please click [here](#).

ABOUT YOU

The *ideal candidate* for this position will have:

- A varied civil engineering background, with extensive hands-on experience in the engineering design of public water and wastewater utility facilities;
- Project planning and management skills, specifically in public works maintenance and Capital Improvement Projects;
- Construction management experience;
- An understanding of water/wastewater issues and regulatory requirements;
- Experience supervising junior staff, providing training and mentorship; and
- Excellent oral and written communication skills.

Minimum Qualifications:

Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical way to acquire the knowledge and abilities would be:

Education: Equivalent to completion of a Bachelor of Science degree from an accredited college or university in engineering, supplemented by coursework in training and supervision.

Experience: Four (4) years of professional engineering experience, including at least two years of experience similar to the City of Vacaville Assistant Engineer. One (1) year of work experience overseeing technical staff and/or project management.

LICENSE OR CERTIFICATE

Possession of a certificate of registration as a Professional Civil Engineer in the State of California or possession of a certificate of registration as a Professional Civil Engineer from another state and the ability to obtain the required registration in California as a condition for completing the probationary period.

Possession of a valid California Class C driver's license and a satisfactory driving record are conditions of initial and continued employment.

ABOUT EVERYTHING ELSE

*This recruitment is currently open and continuous but may close without further notice at any time. The Utilities Department is actively reviewing applications as they are received. **Interested candidates are encouraged to apply and submit the***

necessary documents as soon as possible.

Applicants are encouraged to apply online at www.cityofvacaville.com. Application packets may also be requested in person at the Human Resources Department or by calling (707) 449-5101. Cover letters and resumes are encouraged as a supplement but cannot be accepted in lieu of a completed application packet.

IMPORTANT: Contact with applicants will primarily occur via email. Please ensure that your application indicates a valid email address which you check regularly.

For ADA information and other Frequently Asked Questions, please click [here](#).

Applicants receiving a conditional offer of employment must successfully complete the pre-placement process for this position before a final offer will be extended. Pre-placement assessments for this position include, but may not be limited to, an employment and education verification, Livescan (FBI/DOJ fingerprint review), and DMV review.

Agency

City of Vacaville

Address

650 Merchant Street

Vacaville, California, 95688

Phone

707.449.5101

Website<http://www.cityofvacaville.com>**Associate Utilities Civil Engineer Supplemental Questionnaire*****QUESTION 1**

Do you possess a Bachelor of Science degree from an accredited college or university in engineering?

- Yes
 No

***QUESTION 2**

Have you completed coursework in training and supervision?

- Yes
 No

***QUESTION 3**

Do you have 4 years of professional engineering experience, including at least two years of experience similar to the City of Vacaville Assistant Engineer?

- Yes
 No

***QUESTION 4**

Do you have 1 year of work experience overseeing technical staff and/or project management?

- Yes
 No

***QUESTION 5**

Do you have a valid certificate of registration as a Professional Civil Engineer in the State of California or certificate of registration as a Professional Civil Engineer from another state?

Yes

No

***QUESTION 6**

Describe the most complex wastewater or water utility engineering design for which you were personally involved. Your description should include challenges and solutions that you were involved with in resolving on the project. Please identify your role in the management of the project.

***QUESTION 7**

Describe your engineering/planning experience for wastewater and/or water utilities including treatment, collection and distribution facilities.

***QUESTION 8**

Describe your experience in project management. What were the most important factors involved, techniques used, and desired outcomes?

* Required Question