



# Deputy Public Works Director / City Engineer



*Providing for Today, Preparing for Tomorrow*

## The Opportunity

The City of Brisbane, a close-knit community committed to exceptional public service, is seeking a proactive, experienced, and customer-focused **Deputy Director of Public Works, Engineering**.

Under administrative direction of the Public Works Director, plans, directs and manages assigned functional areas within the engineering division in connection with engineering design, construction, inspection, transportation projects and the capital improvement program; staffs one or more citizen advisory committees; performs advanced professional engineering assignments on a wide range of municipal projects of a complex nature; serves as project manager on a variety of projects; supervises engineering and technical staff of the department directly or through subordinate levels of supervision on a day to day basis; functions as department head in their absence as assigned. Serves as the City Engineer responsible for engineering standards, development review, and oversight of public works engineering activities.

Overseeing the City's engineering functions and performing a wide variety of engineering duties requiring independent judgment and initiative in prioritizing, scheduling, assigning, and coordinating work. This class requires registration as a professional engineer. This class is distinguished from all other engineering classes by its supervisory and administrative responsibilities over a wide range of duties, as well as the requirement to perform the more complex engineering and project management assignments.

The City of Brisbane offers:

- Full-Service City with a variety of opportunities.
- Competitive training opportunities and potential for growth.
- Ideal location (SF Metro/Peninsula).
- Flexible schedules.
- Supportive leadership.
- Competitive compensation package; and
- Dynamic, socio-economic environment.

*The City of Brisbane prides itself on being an employee-oriented organization that aims to "provide for today and prepare for tomorrow." We look forward to having you join our Brisbane family!*

## The Department

The Department of Public Works (DPW) is responsible for the engineering and maintenance of the City's infrastructure, and for all new capital projects. DPW is organized into two Divisions: Engineering (engineers, inspectors, administrative support) and Operations & Maintenance (the field crews). DPW provides the engineering and maintenance for twenty-five (25) miles of water main, four water reservoirs, four water pump stations, nineteen (19) miles of sewer main, four sewer lift stations, twenty-three (23) miles of roads, nineteen (19) public facilities, forty-four (44) landscaped areas, and over 3 5 0 trees. Working on these (and all the other unnamed items) requires an aggressive schedule of proactive maintenance.

### **Administration**

The Administration Division provides the Engineering and Operations & Maintenance Divisions with management, administrative, and clerical support that assists each in meeting the responsibilities of residents, businesses, and City staff. The Administration Division provides contract administration and budget management services. In addition, the Administration Division manages the implementation and coordination of the Service Request Program.

### **Engineering**

The Engineering Division implements the City's Capital Improvement Program (CIP) including master planning and advanced planning, design and consultant supervision and construction contract administration of projects that install, maintain, improve or repair the City's infrastructure, including water, sewer and storm drain facilities, roadways, bridges, streetlights, traffic signals, pedestrian improvements and City public facilities (Buildings and Grounds).

Learn more about Brisbane's major projects at <https://www.brisbaneca.gov/164/Public-Works>.

A full classification description is available online at: [Deputy Public Works Director](#)

## Example of Duties

- Recommends and assists in development and implementation of departmental policies, goals, and objectives.
- Plans, directs, and coordinates engineering work programs and activities within the Public Works Department, directly and through subordinate levels of supervision.
- Manages the City's Capital Improvement Program and Projects; supervises, coordinates, and reviews all public works engineering activities, including engineering design, inspection, and survey; contract administration, and construction management for projects planned and approved by City Council; prepares plans, specifications and estimates. Deputy Director of Public Works – City Engineer has overall responsibility for the city's CIP.
- Supervises staff assigned, including scheduling, assigning, prioritizing, and reviewing work; training and evaluating staff; approving time off; and developing effective recommendations on all employee actions.
- Assigns work and exercises general supervision of office and field staff in order to effectively utilize their services and accomplish objectives.
- Oversees consultants and professionals hired by the City for the purposes of designing and completing public works construction projects and studies.
- Establishes criteria for design, construction, and inspection of public works projects.
- Oversees the inspection of public works construction by contractors for established plans and specifications.
- Supervises and participates in the development and administration of the department's capital and operating budgets; directs the forecast of additional funds needed for construction, staffing, equipment, materials, and supplies; monitors and approves expenditures.
- Prepares work programs and special engineering studies.

### "BRISBANE PUBLIC WORKS - PROUD TO BE OF SERVICE"

## Ideal Candidate

- **Experience:** Five years of professional civil engineering experience at a supervisory/management level involving design, plan checking, project management, and construction management. Municipal professional engineering and supervisory experience are highly desirable.
- **Education:** Bachelor's degree in civil engineering or a related discipline. Master's degree in Engineering, Public Administration, or Business Administration is desirable. Certified Civil Engineer issued by the State Department of Registration for Professional Engineers.
- **Customer Service-Oriented:** Demonstrates a strong commitment to serving the community with responsiveness, transparency, and professionalism.
- **Leadership and Team Development:** Inspires and supports staff through clear communication, accountability, and mentorship.
- **Project Management Skills:** Proven ability to plan, execute, and oversee capital improvement projects on time and within budget.
- **Collaborative and Approachable:** Builds positive relationships with residents, staff, elected officials, and outside agencies.
- **Problem Solver:** Able to think strategically, analyze complex situations, and implement effective solutions.
- **Financial Acumen:** Experienced in developing and managing departmental budgets and capital project funding.
- **Regulatory Knowledge:** Familiar with local, state, and federal regulations applicable to public works and utilities.
- **Adaptable and Forward-Thinking:** Embraces innovation and continuous improvement to meet evolving community needs.
- **Ethical and Professional:** Maintains the highest standards of integrity, transparency, and public trust.

# Compensation & Benefits

\$189,022.2 - \$229,757.04 Annually\*

This position is eligible for benefits under the **Mid-Management Group Memorandum of Understanding**.

- Health benefits offered through CalPERS, the City contributes a fixed dollar amount to a flexible compensation plan for the cost of health plans. The 2026 monthly flex dollar amount:
  - Employee Only: \$1,148.50
  - Employee + 1: \$2,325.41
  - Family: \$3,031.62
  - Opt-out Option: \$802.97 (cash-in-lieu)
- City provides paid vision through VSP, dental through a self-insured reimbursement program, long-term disability, and life insurance coverage
- Retirement benefits are provided through CalPERS, 2%@60 for "Classic" members, 2%@62 for "New" members.
- The City will match a contribution up to 5% to a Deferred Compensation 457(b) plan
- Flexible spending accounts (Health and Dependent Care) and transportation spending accounts are also available.
- Vacation Leave – amounts increase with continuous years of service (80 hours annually for the first 4 years, 120 hours annually after 4 years, and 160 hours annually after 9 years of service).
- Sick Leave - 12 days annually
- Up to 80 hours of Administrative Leave (pro-rated based on start date). You can elect to use the admin leave hours or opt to receive a payout.
- Free commuter shuttle to and from BART/ Caltrain.
- Additional benefits include access to an annual health and wellness reimbursement for qualifying health-related expenses and an option to request an alternative work schedule, where eligible employees may choose to adjust their 8-hour workday/40-hour work week.



Those who best meet the stated qualifications and requirements for the position will be invited to participate in the selection process. The specifics of the selection process will be communicated to those selected candidates.

## Tentative Timeline:

Closes: May 5, 2026, at 5 PM

Panel Interviews: Week of May 18, 2026

\*Dates may be subject to change

For more information about this exciting opportunity, please contact the hiring team at: [hrstaff2@brisbaneca.org](mailto:hrstaff2@brisbaneca.org)

*Candidates with a disability, which may require special assistance in any phase of the application or selection process, should advise the Human Resources Department upon submittal of application.*