



City of Sunnyvale Engineer I

SALARY	\$50.11 - \$63.95 Hourly	LOCATION	Sunnyvale, CA
JOB TYPE	Full-Time	JOB NUMBER	25-00170
DEPARTMENT	Environmental Services	OPENING DATE	11/19/2025
CLOSING DATE	12/17/2025 5:00 PM Pacific		

Description

ENGINEER 1

2 Regular, Full-Time Employment Opportunities

Water & Sewer and Water Pollution Control Plant Divisions

The position opens Wednesday, November 19, 2025, and the final filing date is Wednesday, December 17, 2025, at 5:00 pm or after receiving 75 qualified and complete applications, whichever is first.

The City of Sunnyvale is actively seeking enthusiastic and innovative individuals to join the Environmental Services Department in the Water and Sewer Division and Water Pollution Control Plant Division. The ideal candidates will have a foundation in civil, mechanical, or environmental engineering; demonstrate excellent problem-solving and analytical skills; and show the ability to manage multiple projects and priorities in a fast-paced, collaborative environment. Successful candidates will be self-motivated, detail-oriented, and committed to delivering high-quality, sustainable infrastructure and environmental solutions that support the City's mission of providing safe, reliable, and environmentally responsible services to the community. These positions require on-site work; telework is not available.

Typical work in each Division includes but is not limited to the following:

Water and Sewer Division

- Review of land development application plan sets to check for compliance with City wet utility requirements.
- Review of capital improvement project (CIP) plans, specifications, and cost estimates.
- Response to requests for fire hydrant flow and pressure data, as needed for fire sprinkler design.
- Updates of design guidelines and standard details of the water, sanitary sewer, and storm drain systems.

Water Pollution Control Plant Division

- Review of design documents related to wastewater processes and equipment selections.
- Review of capital improvement project (CIP) design memos, plans, and specifications.
- Collaborate with operations staff to evaluate performance of unit processes at the plant by analyzing data and monitoring trends.
- Assist in-house projects relating to process improvement and maintenance.

City of Sunnyvale Benefits:

- CalPERS retirement pension
- Medical, dental, and vision benefits
- Retiree medical benefit
- 11 paid Holidays
- 30 hours* of Floating Holidays (*Prorated based on date of hire)
- Paid Time Off (PTO) accruals
- Employee Wellness Programs

For a complete job description, please click here: [ENGINEER I / ENGINEER II / CIVIL ENGINEER - ESD](#)

This is a multi-level series which includes Engineer I, Engineer II, Civil Engineer. Under the direction of a manager in the Environmental Services Department, incumbents in these classifications perform professional, paraprofessional, and technical engineering work and related duties in support of the Water and Sewer Division (WSD), Regulatory Programs Division (RPD), or Wastewater Treatment Division; and perform related work as required.

DISTINGUISHING CHARACTERISTICS:

Engineer I is the entry-level classification in the series. Incumbents perform assigned duties under general supervision while developing job knowledge and skills. This classification is distinguished from the Engineer II classification by its limited scope of responsibilities.

These classifications are flexibly staffed and are normally filled by advancement from the Engineer I level once the incumbent meets the qualification standards of the Engineer II level, demonstrates an ability to perform the full scope of work, and meets performance expectations.

Incumbents are not automatically promoted to the higher level; the needs of the department determine the level of assignment. Incumbents may advance from the entry to the full working level, based on operational needs and assignment by management, as they learn City and departmental practices and procedures and meet the experience and licensing qualifications.

Essential Job Functions

Essential job functions for each classification may include, but are not limited to, the following:

Engineer I and Engineer II

- Manages routine projects under supervision.
- Prepares, or assists in preparing specifications, plans, estimates and reports for construction, maintenance, and operations projects.
- Performs design and computer drafting duties for wastewater, water, storm, and other infrastructure projects.
- Provides technical information to the public and staff regarding infrastructure projects upon inquiries.
- Research, analyze, and provide technical recommendations in the interpretation of City Ordinances and City policies related to environmental goals.
- Reviews and processes plans, specifications, records of surveys, legal descriptions and plot maps, and private/public agency development plans.
- Investigates and resolves field issues affecting property owners, contractors, residents, and operations.
- Maintains and manages data (waterlines, pump stations, sewer and storm lines, etc.) using GIS and other software.
- Assists in analyzing and developing operations and maintenance programs.
- Perform modeling work related to wastewater, water, storm and related infrastructure as needed.
- Supports higher-level engineers in project administration.

WORKING CONDITIONS

Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement, and fine coordination in using a computer keyboard. Additionally, the position requires near and far vision in reading written reports and work-related documents and using a computer. Acute hearing is required when providing phone and personal customer service. The need to lift, drag, carry, and push files, paper, books, and documents up to 25 pounds is also required. Some duties require field visits to inspect and monitor projects with exposure to inclement weather. Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

Minimum Qualifications

Education and Experience:

The minimum qualifications for education and experience can be met in the following way:

Engineer I

Bachelor's degree from an accredited college or university in civil engineering, mechanical engineering, chemical engineering, or a related field; AND experience in professional or paraprofessional engineering work, some of which shall have been at the level of Engineering Intern or higher.

Knowledge, Skills, and Abilities

Engineer I

Knowledge of:

- Basic engineering principles and practices related to the design of public works and environmental engineering projects.
- Basic surveying principles and practices.
- Office methods, procedures, software, and equipment.
- Basic understanding of chemistry concepts.

Ability to:

- Analyze data and a variety of problems, determine options and use proper engineering methodology to reach sound conclusions and recommendations.
- Secure the cooperation of construction contractors and developers.
- Prepare reports and maintain accurate and complete records, logs and databases.
- Make accurate mathematical calculations and engineering computations and drawings.
- Prepare and deliver oral, written and visual presentations for professional meetings with consultants, contractors, staff and project teams.
- Operate a computer using word processing, scheduling, business software, databases, spreadsheets, and other office equipment.
- Understand and follow written and oral instructions.
- Communicate effectively, orally and in writing.
- Establish and maintain and promote positive and effective working relationships with employees, other agencies and the public.
- Demonstrate initiative and exercise good judgment in the performance of duties.
- Learn the operation, policy and procedures of the assigned division and/or department.
- Work independently and as a team member; recognize and set priorities and meet deadlines.
- Observe safety principles and work in a safe manner.

Willingness to:

- Travel to various sites within the City.
- Occasionally perform duties for periods longer than the normal eight-hour workday and attend evening meetings.

Licenses/Certificates:

All Classifications: Possession and continued maintenance of a valid class C California driver's license or the ability to provide alternative transportation as approved by the appointing authority and a safe driving record.

DESIRABLE QUALIFICATIONS:

Experience working as an engineer in a public agency.

Application and Selection Process

APPLICATION PROCESS

If you are interested in this opportunity, please submit a City of Sunnyvale employment application and responses to the supplemental questions to the Department of Human Resources. **Interested candidates are encouraged to apply as soon as possible as the posting will close after receiving 75 qualified and complete applications or by Wednesday, December 17, 2025 at 5:00pm, whichever is first.**

Candidates are asked to fully describe any training, education, experience, or skills relevant to this position; resumes are not accepted in lieu of an application. Electronic applications may be submitted online through the City's employment page at Sunnyvale.ca.gov and click on JOBS. Late or incomplete applications will not be accepted.

EXAM PROCESS

Applications will be competitively screened based on the minimum qualifications of this position. Based upon a review of the application materials, the most qualified candidates will be invited to participate in the **oral examination process scheduled for Wednesday, January 14, 2026.** (Note: The examination process may be changed as deemed necessary by the Director of Human Resources.)

SELECTION PROCESS

Those candidates that receive a passing score on the examination will be placed on an eligibility list for up to one year, in accordance with the City's Civil Service Rules and Administrative Policies. **Top candidates on the eligibility list will be invited to participate in a selection interview with the department tentatively scheduled for the week of January 19, 2026.**

Any candidate that is selected by the hiring department will be required to successfully complete a pre-employment process, which may consist of a background history check, as well as a medical exam(s) administered by a City selected physician(s) before hire. Prior to starting work, all newly-hired employees will be fingerprinted to check conviction history. A conviction history will not necessarily disqualify an applicant from appointment; however, failure to disclose conviction history will result in refusal of employment or termination. Positions which are covered by the Department of Transportation regulations are required to submit to a pre-employment drug test and to random drug and alcohol testing.

INFORMATION ABOUT PROOF OF EDUCATION

Any successful candidate, selected by the hiring department will be required to submit proof of education (i.e. original copy of the diploma or college/university transcripts). A candidate with education obtained outside the United States must have education records evaluated by a credential evaluation service at the candidate's expense to determine its equivalency in the United States. Candidates may utilize any third-party agency for the evaluation. If you search

'education equivalency verification' or similar online, you will obtain results for agencies that provide this evaluation service.

ADDITIONAL INFORMATION

Positions in this job classification are represented by the Sunnyvale Employees Association (SEA).

For assistance on how to fill out your job application, watch the following video:

- [How to Apply for a City of Sunnyvale Job- YouTube \(5:13\)](#)

The information contained within this announcement may be modified or revoked without notice and does not constitute either an expressed or implied contract.

The City of Sunnyvale is an equal opportunity employer. Applicants for all job openings will be considered without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, veteran status, or any other consideration made unlawful under any federal, state, or local laws. The City of Sunnyvale is committed to offering reasonable accommodations to job applicants with disabilities. If you need assistance or an accommodation due to a disability, please contact us at (408) 730-7490 or recruitments@sunnyvale.ca.gov.

Employer

City of Sunnyvale

Address

456 W. Olive Avenue

Sunnyvale, California, 94086

Phone

408-730-7490

Website

<https://sunnyvale.ca.gov>

Engineer I Supplemental Questionnaire

*QUESTION 1

Instructions for completing the supplemental questionnaire:

This supplemental questionnaire will be a primary tool in the evaluation of your qualifications for this position. The supplemental information that you provide will be evaluated along with your completed application. Please limit your response to one page per question. In answering the question(s), be as specific as you can. Some questions may include multiple parts (i.e., (a), (b), (c), (d), etc.). Please make sure to address each part of each question in the supplemental questionnaire below.

Please be advised that you will be 'timed out' of this page after 30 minutes. Therefore, it is best to copy the supplemental questions that require text answers from this page into a document that you can save on your computer, produce your responses in that document, and then copy and paste the responses into the space provided below. Additionally, please save your work continuously.

The completed application and responses to supplemental questions constitute an examination. **Note: qualifying experience must be reflected on the education, work experience, Certificates/Licenses section of the job application form. Please note the information provided in the supplemental question will not be accepted in lieu of completing the work experience section of the application.**

Resumes may be attached, but they will not be accepted in lieu of completing the work experience section of the

application or the supplemental questions. The information you provide will be used to further identify those applicants who are best qualified to continue in the selection process for this position.

Your responses to the questions that require you to detail your background and experience should include the following information:*

- The number of years of experience you have had performing the duties that you are describing;
- The name(s) and type(s) of organization(s) where you obtained such experience; and,
- Your role and specific responsibilities within the organization(s).

****Responses to the supplemental questions that indicate "see resume" are considered incomplete.*** By checking the 'Yes' response below, I indicate that I have read these instructions for completing the supplemental questionnaire and in accordance with these instructions, I understand that written responses to the supplemental question(s) listed below are required, in order to evaluate my qualifications for this position and for my application to be considered complete.

Additionally, I certify that I have completed the following supplemental questionnaire on my own; the answers accurately reflect my training, education and experience; and, I understand that my responses are subject to verification.

☐ Yes

☐ No

***QUESTION 2**

Do you have a bachelor's degree from an accredited college or university in civil engineering, mechanical engineering, chemical engineering, or a closely related field?

☐ Yes

☐ No

***QUESTION 3**

Do you have experience in professional or paraprofessional engineering work, some of which being at the level of Engineering Intern or higher?

☐ Yes

☐ No

***QUESTION 4**

If you answered "Yes" to the question above (Question 3), please describe your experience performing relevant professional or paraprofessional engineering work below. In your response, please include the names of the agencies you worked for, the number of years of experience at each agency, and the specific duties you were responsible for. If you do not have this experience, please indicate N/A below.

***QUESTION 5**

Describe a project where you applied engineering principles to design or analyze a water, wastewater, stormwater or similar system. What software tools did you use, and what was your role in the project? If you do not have this experience, please indicate N/A below.

***QUESTION 6**

Describe a technical or operational problem you encountered during a project. How did you identify the issue, evaluate options, and implement a solution? If you do not have this experience, please indicate N/A below.

***QUESTION 7**

Describe your experience keeping multiple projects on-time while maintaining professional quality work. What strategies did you use to ensure success? If you do not have this experience, please indicate N/A below.

***QUESTION 8**

Describe your experience collaborating with various parties on a project. What was your role, your approach to engaging others, and the project outcome? If you do not have this experience, please indicate N/A below.

* Required Question