

CITY OF GILROY IS HIRING

ENVIRONMENTAL/CIVIL ENGINEER

Utilities Department

\$9,569.42 - \$11,631.58 Monthly Plus Excellent Benefits

Opportunity to work a 9/80 work schedule with every other Friday off.

The City of Gilroy is an equal opportunity employer and supports workforce diversity, equity, inclusion, and belonging. Join our team!

ABOUT THE POSITION

The City of Gilroy is currently recruiting for a full-time Environmental or Civil Engineer to ensure sustainable water solutions and make a positive impact on public health and our environment. In this exciting opportunity you will play a crucial role in designing, implementing, and optimizing water treatment processes and help develop sustainable practices that ensure clean, safe water for our community. Your expertise will help us enhance our wastewater systems, improve potable water quality, and expand our recycled water initiatives.

The Environmental/Civil Engineer is primarily assigned to the South County Regional Wastewater Authority (SCRWA) treatment plant. The SCRWA plant has won multiple awards at both the regional and state levels, and is undergoing expansion from 8.5 MGD to 11 MGD capacity. Tasks include permitting, reporting, planning, coordinating, and directing the design, investigation, development, operation, and construction of a wide variety of civil and environmental engineering wastewater projects. Assignments may also relate to wastewater collection, recycled water, and potable water. The Incumbent will need to work effectively with the Senior Environmental Engineer, staff from the cities of Gilroy and Morgan Hill, Santa Clara Valley Water District, the Regional Water Quality Control Board, SCRWA legal counsel, and the general public.

CANDIDATE PERSPECTIVE/ LEARNING OPPORTUNITIES

At the City of Gilroy, we believe that every team member plays a vital role in shaping a sustainable future. As an Environmental Engineer with us, you'll have the unique opportunity to immerse yourself in diverse and impactful projects that directly benefit our community. You will engage in real-world challenges related to wastewater treatment and potable water systems and gain invaluable professional experience and development in facilities planning, project management, construction, regulatory and implementation skills. The Environmental Engineer will be part of initiatives that promote environmental awareness and sustainability in our community, and you'll have the potential to engage with residents and stakeholders, enhancing your communication skills and understanding of public concerns.

**TO VIEW JOB DESCRIPTION AND ILLUSTRATIONS OF WORK,
CLICK HERE: [ENVIRONMENTAL ENGINEER](#)**



APPLICATION CLOSING DATE:
OPEN UNTIL FILLED

PRIORITY SCREENING
February 24, 2025

ORAL BOARD DATE:
TBD

APPLICATION PROCESS

If you are interested in pursuing this exciting career opportunity, please attach and submit the following required items with your electronic NEOGOV application:

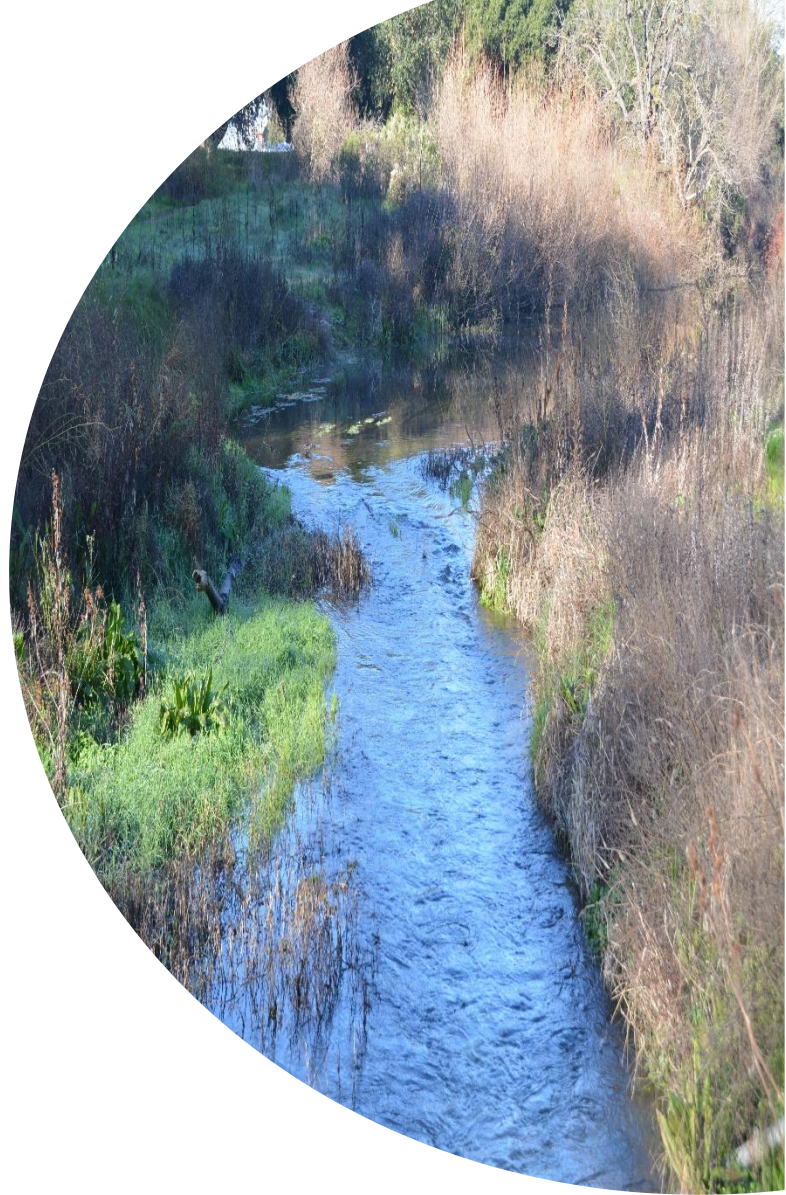
- A completed application along with responses to the supplemental questions.
- Cover letter that explains your specific interest in this position with the City of Gilroy is preferred
- Detailed resume focusing on relevant work experience and education is required
- A copy of Professional Engineers License from State of California

Apply at
www.CityOfGilroy.org/jobs



THE IDEAL CANDIDATE WILL

- Be excited to apply modern principles and practices used in Civil and Environmental Engineering to contribute ideas toward completing operational and infrastructure improvements.
- Act as a Project Engineer for construction projects and demonstrate experience in designing, constructing, and delivering public works projects and provide technical guidance throughout all project phases (planning, environmental, design and construction).
- Apply fundamental knowledge of physical, biological, and water and wastewater treatment processes.
- Have experience working with wastewater treatment plants.
- Possess experience in contract administration, budget preparation, and grant administration.
- Gather and analyze a variety of technical data, prepare comprehensive reports and recommendations, and participate in various water related studies.
- Produce clear and concise written correspondence/documents including staff reports to City Council, boards, committees and commissions.
- Have interpersonal skills that allow creative communication to understand and resolve the issues for all stakeholders.
- Possess exceptional analytical skills for projects proposed by other entities and determine their impact on SCRWA and the City.
- Be familiar with management and reporting requirements on projects funded by regional, state, and federal funds.
- Interpret engineering plans, specifications, and contract documents.
- Possess a high proficiency level in engineering software such as AutoCAD, Civil 3D, and Bluebeam Revu or other relevant programs.
- Demonstrate exceptional project management skills.
- Have strong time management skills to effectively manage workload.
- Have strong attention to detail.
- Have exemplary customer service skills coupled with a sincere desire to provide service to the community.



EXAMPLES OF FIRST YEAR PROJECTS/ASSIGNMENTS:

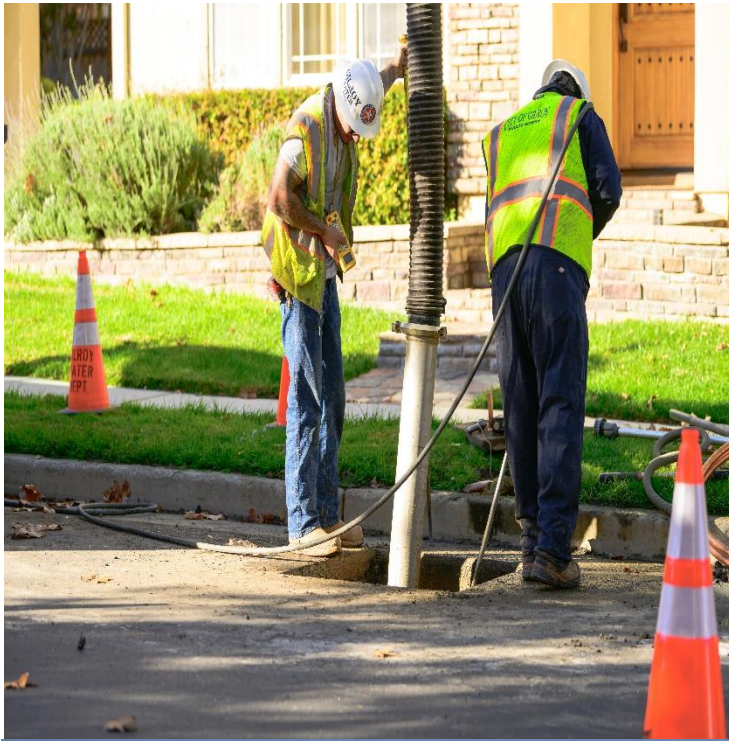
- Assist in completing the South County Regional Wastewater Authority (SCRWA) expansion project.
- Conducting assessments for upcoming infrastructure projects to ensure compliance with environmental regulations.
- Evaluate and recommend CIP and maintenance projects for the wastewater treatment plant.
- Gain an understanding of the regulatory requirements and permitting related to SCRWA.

Note:

- **TO FOSTER TEAMWORK AND COLLABORATION IN THE DEPARTMENT, ORGANIZATION-WIDE, AND IN THE COMMUNITY, THIS FULL-TIME POSITION WORKS ON-SITE/IN-PERSON.**

QUALIFICATIONS

- Graduation from an accredited college or university with a Bachelor's degree in Civil Engineering, Environmental Engineering, or closely related field.
- Four years of progressively responsible civil or environmental engineering experience. Possession of a Master's degree in Civil, Sanitary, or Environmental Engineering is considered equivalent to one (1) year of related engineering experience.
- Registration as a Professional Engineer issued by the State of California is required. Civil Engineering designation strongly preferred, however, registration as an Electrical, Mechanical, Chemical, and/or Structural engineer is qualifying.
- Willing to continue education and training, expand skills, attend seminars and workshops, and individual study.
- Possess and maintain a valid California Driver's License and a safe driving record necessary to operate assigned vehicle(s).
- Pass a post-offer medical examination, which includes a drug test.
- Pass an employment background check which includes a Department of Justice criminal record check.
- Prefer non-tobacco user.



MOU REPRESENTATION:

AFSCME Local 101 General Unit

BENEFITS OFFERED:

May vary based on position and MOU. See more at information at: www.cityofgilroy.org/164/Benefit-Summaries

- Medical, dental, and vision
- Vacation leave, sick leave, and other paid time off
- CalPERS retirement pension plan
- Flexible spending accounts
- Pre-tax deferred compensation plans
- City-paid life and long-term disability insurance, and employee assistance program
- Commuter benefit program

IMPORTANT INFORMATION:

Prior to appointment and given at the City's expense, final candidates are required to pass an employment background check, State of California Department of Justice criminal records check, and as applicable: medical evaluation and drug screen (includes testing for psychoactive marijuana metabolites).

If special accommodations are necessary at any stage of the selection process, please contact Human Resources.

PAYROLL

All City employees are paid monthly, on the first business day of each month via direct deposit.

Human Resources can be reached at:
(408) 846-0228



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- Completed applications with responses to supplemental questions
- Cover letter that explains your specific interest in this position with the City of Gilroy
- Detailed resume focusing on relevant work experience and education
- A copy of the Professional Engineers License from State of California

City Application Form – Candidates must complete the NEOGOV City of Gilroy application form for this position and submit online. Please prepare attachments prior to completion of the NEOGOV application as incomplete applications will not be accepted.

Apply Online:

Go to www.CityOfGilroy.org/jobs. You can apply online by clicking on the job title you are interested in and clicking on the "Apply" link. After viewing the Job Description, click the 'Apply' tab. If this is the first time you are applying using our online job application, you will need to create an account and select a Username and Password. After your account has been established, you can import your resume from LinkedIn, upload it from a saved document on your computer, or manually enter your personal information. This application will be saved and used to apply for future job openings.

Only complete application packets will be reviewed. Only the most qualified applicants with the most relevant experience and education will be invited to continue in the selection process. In addition, final candidates for the position are required to pass a background check, State of California Department of Justice criminal records check, medical evaluation, and drug screen, given at the City's expense, prior to appointment. If special accommodations are necessary at any stage of the selection process, please contact the Human Resources Department right away at 408-846-0228.

Attention: Communication regarding your status in this recruitment process will be conducted via e-mail. Be sure to include an e-mail address on the employment application. Applicants are responsible for notifying Human Resources of any changes to an e-mail address and/or other contact information.

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