



CITY OF MILL VALLEY

JOB ANNOUNCEMENT **SUPERVISING SENIOR ENGINEER** DEPARTMENT OF PUBLIC WORKS

The City of Mill Valley is pleased to announce the recruitment for **Supervising Senior Engineer**. In search of highly-skilled qualified applicants with diverse experience, the City is pleased to offer a **\$5,000 hiring bonus** – details to be discussed during the interview phase of the process.

ABOUT THE POSITION:

Under the direction of the Public Works Director/City Engineer, this position provides high-level engineering services for the City of Mill Valley. The **Supervising Senior Engineer** provides professional and technical assistance to the Public Works Director, manages municipal engineering staff and may act on behalf of the Director as assigned.

Typical duties include:

- Land development review, coordination and oversight
- Managing flood, drainage and stormwater prevention programs and projects
- Addressing citizen traffic safety and operational concerns
- Submitting/certifying sanitary sewer system reports and overseeing the program
- Issuing encroachment permits and supervising the encroachment process

THE IDEAL CANDIDATE:

The ideal candidate will have a minimum of six years of increasingly responsible experience in operation and maintenance of public works, and sewage treatment facilities, including at least two years in a supervisory capacity, preferably as a section manager or above. The candidate should also possess a bachelor's degree in Civil Engineering and be registered as a Civil Engineer in the State of California. The ideal candidate will be an effective communicator, highly skilled manager and driven to resolve challenges.

ABOUT MILL VALLEY:

The City of Mill Valley is 10 miles north of San Francisco and 40 miles from California's famous wine country. Mill Valley is a town with a rich and eclectic cultural history and a lively and engaged citizenry.

Mill Valley is primarily a suburban community, with distinctive residential neighborhoods representing the many eras of the town's growth from a small mill town to the modern full service city it is today. Our population's approximately 14,000 residents live in a 4.8 square mile area, although we serve as the center for a larger unincorporated Mill Valley area with more than 30,000 residents.

With a staff of almost 150 full-time employees and an annual operating budget of \$42 million, the City of Mill Valley is a full-service municipality that prides itself on efficient, effective and

courteous service delivery with a commitment to operational excellence.

SALARY AND BENEFITS:

\$9,398 - \$12,593 / Month DOE

The City of Mill Valley is pleased to offer a comprehensive benefits package that includes health, dental, life, and long-term disability insurances, a 457-deferred compensation plan, retirement through CalPERS and generous leave.



Above: Mill Valley City Hall

ABOUT THE DEPARTMENT:

The Public Works Department includes the divisions of Engineering, Operations (Building, Parks, Streets and Sewers, and Fleet Maintenance) and Wastewater Treatment. With a complement of 47 staff, a \$6 million operational budget, and oversight of the \$37 million 5-year Capital Improvement Program, the department offers a full range of services and support for residents, businesses, and City departments.

APPLICATION INSTRUCTIONS:

1. To apply, please visit www.CalOpps.org.
2. Utilizing the application process in the above link, please also upload your Cover Letter and Resume.

Resumes will not be accepted in lieu of the City's official application form, but should accompany the application.

Priority filing deadline is 11:59 P.M. Sunday, March 1, 2020.
Applications submitted afterward may still be considered.

FOR QUESTIONS PLEASE CONTACT:

Seth Allingham, Interim City Clerk/Human Resources Analyst
26 Corte Madera Avenue
Mill Valley, CA 94941
sallingham@cityofmillvalley.org

The City of Mill Valley is an Equal Opportunity Employer.