

CITY OF GILROY IS HIRING

SENIOR CIVIL ENGINEER OR ENGINEER II

Public Works Department - Engineering Division

SENIOR CIVIL ENGINEER - \$11,233.58 - \$15,430.92 Monthly

ENGINEER II - \$9,569.42 – 13,465.11 Monthly

Both Positions Include Excellent Benefits

For the Senior Engineer, the salary range listed above reflects the full compensation potential for this position. Initial placement in the salary range is typically within the first half of the range; however, in certain circumstances (i.e. an experienced lateral candidate) placement at or above the midpoint may be considered. The last 3% of the salary range requires five years of City of Gilroy service and strong work performance – see MOU for specific requirements.

For Engineer II, additional steps (Step F, Step G, and Step H) included in the salary range listed above are available to employees in this job classification after completion of five years of service (Step F), ten years of service (Step G), and 15 years of service (Step H), one year at the prior step, and a good performance evaluation. Initial salary placement is typically at the entry point of the range unless the candidate has prior lateral work experience which may warrant initial placement at a higher step.

Opportunity to work a 9/80 work schedule with every other Friday off. This position is full-time, on-site, designed for direct collaboration with the team and active participation in daily operations.

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

ABOUT THE POSITION

If you're looking to make a significant impact on the Gilroy community while advancing your career in civil engineering and project management, then look no further! The City of Gilroy is currently recruiting for a full-time Senior Civil Engineer or an Engineer II (dependent on qualifications) for the Engineering Division of the Public Works Department. In this exciting opportunity the incumbent will play a pivotal role in shaping infrastructure and overseeing key projects vital to the growth and development of the City of Gilroy. This position offers a unique blend of technical expertise, leadership, and strategic planning making it an ideal role for an engineering professional looking to make tangible differences in the lives of the Gilroy residents.

The **Senior Civil Engineer** will work under the direction of the City Engineer and/or the Public Works Director and is afforded the authority and discretion to oversee the day-to-day operations of the Capital Improvement Program (CIP) Section. This supervisory position will lead a team of engineers and technicians in the implementation of the City's CIP, including the planning, design, construction, and inspection of a variety of projects. Responsibilities include supervising employees, directing complex professional-level field and office engineering assignments, developing strategies and schedules for implementing the CIP, assisting with CIP budgeting, and playing a significant role in making a difference in the community!

The Senior Civil Engineer classification is an exempt, mid-management level position.



APPLICATION CLOSING DATE:

June 23, 2025

FIRST ROUND ORAL BOARD:

July 8, 2025

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
- Detailed resume focusing on relevant work experience and education
- A copy of your Professional Engineer License is required

www.CityOfGilroy.org/jobs



The **Engineer II** will play a critical role in designing, managing and delivering Capital Improvement projects that improve essential city infrastructure. From planning and budgeting to implementation, your work will positively affect thousands of residents daily, supporting the city's mission to create a safe, connected, and vibrant community. Although this position is dedicated to CIP, in order to appropriately respond to community needs, the Engineer II may also provide support to the Land Development and Transportation engineering sections, so adaptability and flexibility are keys to success in this position. This position may also represent the City in community meetings and hearings, meetings with project stakeholders, and serve on regional committees as applicable.

The **Engineer II** is a journey-level position that will work under the direct supervision of a Senior Engineer or City Engineer and will perform professional engineering work in the field and office. Assignments will involve investigating, developing, and constructing a wide variety of capital projects and preparing/reviewing engineering studies aimed at being transformative for the residents of Gilroy. This position may also represent the City in community meetings and hearings, meetings with project stakeholders, and serve on regional committees as applicable.

THE TEAM AND DEPARTMENT

The Public Works Department is responsible for providing high quality, safe and effective maintenance, operation and construction of streets, parks, storm drainage and related infrastructure. The Department is under new leadership with a renewed focus on master infrastructure planning, proactive capital maintenance and replacement, traffic engineering and customer service. Pipeline public projects include completion of the Civic Center Master Plan, design and bid of the new Santa Teresa Fire Station, a \$7 million pavement rehabilitation project, a \$3 million San Ysidro Park remodel project, and completion of Traffic Impact Fee Study. The City is processing multiple large private projects including an almost one million square foot Amazon data center as well as multiple residential subdivisions and multi-family projects.

WHY THIS IS A GREAT PLACE TO WORK

- **Diverse Project Exposure** - Gain well-rounded work experience by working on a variety of public works programs that directly impact the community.
- **Professional Growth** – Expand your expertise in key areas such as Capital Improvement Projects, Land Development, Transportation & Traffic Engineering, and Contract Administration.
- **Leadership Development** – Build and strengthen your leadership and supervisory skills with opportunities to lead project and mentor others.
- **Collaborative Team Culture** – Be part of a supportive, close-knit Engineering team that fosters a positive and inclusive environment.



THE IDEAL CANDIDATE WILL

- Have public sector civil engineering and/or construction management experience in designing, constructing, and delivering municipal Capital Improvement Projects (CIP).
- Be a strong project manager with the ability manage multiple projects and achieve completion by set deadlines and within budgets.
- For **Senior Civil Engineer**, demonstrate proven leadership skills by leading, managing, and supervising the work of professional and technical staff, and prioritizing CIP programs effectively.
- For **Engineer II**, demonstrate ability to manage projects independently or under limited supervision, and assist in guiding junior staff or technicians as needed.
- Be an excellent communicator both verbally and in writing and can produce clear and concise written correspondence/documents.
- Be able to evaluate and procure the services of professional consultants and effectively oversee their work, including scope management, quality control, and budget oversight.
- Demonstrate proficiency in project management software (Procore or similar) and enterprise permitting software (Energov, Tyler, or similar).
- Have experience working with contractors ensuring construction practices are compliant with City Standards and specifications.
- Possess knowledge in the areas of contract administration, negotiation techniques, and budget development, with advanced expertise expected at the Senior level.
- Demonstrate strong public relations and interpersonal skills to work collaboratively with residents, community groups, regulatory agencies, staff and consultants.
- Exhibit a high level of customer service, including timely, courteous, and accurate responses to community inquiries and concerns.
- Be able to interpret and apply engineering plans, specifications, and contract documents accurately, and effectively.
- Have strong time management and organizational skills to effectively manage workload and shifting priorities.
- For **Senior Civil Engineer**, provide direct supervision to assigned staff, including goal setting, mentoring and interactive evaluation of performance.
- For **Engineer II**, provide technical support and contribute to team success, with occasional lead responsibilities on specific projects or tasks.
- Have strong attention to detail and a commitment to high-quality work.

EXAMPLES OF FIRST YEAR PROJECTS/ASSIGNMENTS:

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| • Annual City-wide Pavement Rehabilitation | • Infrastructure improvements on Priority Safety Corridors |
| • Annual Sidewalk Repair and Curb Ramp Programs | • Rule 20A and utility undergrounding |
| • Safe Routes to Schools and Traffic Calming Programs | • Infrastructure improvements for stormwater compliance |
| • Gilroy Ice Center – New signal and access road improvements | • Annual Traffic Signal Upgrades |

QUALIFICATIONS

SENIOR CIVIL ENGINEER:

- Graduation from an accredited college or university with a bachelor's degree in civil engineering or a closely related field of study.
- Five years of progressively responsible professional level civil engineering experience in related work that has included at least two (2) years of progressively responsibility supervisory experience.

- Valid registration as a Professional Civil Engineer issued by the State of California.
- Willing to continue education and training, expand skills, attend seminars and workshops.
- 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 a background check which includes a Department of Justice criminal record check for employment.
- Prefer non-tobacco user.

ENGINEER II (Includes qualifications listed above for Senior Civil Engineer with the following differences):

- Four years of progressively responsible engineering experience in work equivalent to that performed by an Engineer I or Assistant Engineer.

TO VIEW ILLUSTRATIVE EXAMPLES OF WORK, CLICK HERE FOR JOB DESCRIPTION: [SENIOR CIVIL ENGINEER](#) & [ENGINEER II](#)



REPRESENTATION:

Senior Civil Engineer - Gilroy Management Association (GMA)
Engineer II – 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.

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

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:

- 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 required Professional Engineer License

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.

THE CITY OF GILROY IS AN EQUAL OPPORTUNITY EMPLOYER AND SUPPORTS WORKFORCE DIVERSITY.

Apply at www.CityOfGilroy.org/jobs

