

CITY OF PORTERVILLE

**INVITES APPLICATIONS FOR
ENGINEERING SPECIALIST III**

SALARY: \$4,191 - \$5,115/month

THE POSITION: Under general supervision, an Engineering Specialist III performs the most difficult technical and para-professional engineering duties in support to the City's Engineering program; performs a variety of assignments including relieving engineers of simple construction project management activities; and performs related duties as assigned.

**DESIRABLE
QUALIFICATIONS:** Candidates should have completed twenty-four units of college coursework in technical engineering and related mathematics, and five years of technical engineering experience which included application of mathematics and basic engineering principles related to designing, drafting, and/or surveying, or any combination of training and experience that provides the desired knowledge and abilities. Additional experience may be credited toward necessary education.

Qualified candidates must have knowledge of principles and practices of civil engineering design; modern practices of civil engineering as applied to the construction and maintenance of public works; street, highway, traffic control, water, sewer construction, and maintenance practices; legal implications and code requirements which will affect a given project; design drafting; drafting techniques; modern principles, practices and standards of survey and civil engineering as applied to the level of assigned public works projects; elementary algebra and geometry; code requirements and legal implications as applied to the level and type of assigned engineering activity; computer word processing, spreadsheet and database programs; and land surveying and drafting software applications.

Education, special training and experience must reflect the candidate's ability to prepare and interpret maps, drawings, and engineering records; analyze public works plans and apply engineering principles at the level required by assignment; plan and complete work from written or verbal instruction, past practice, and/or standard procedures; establish and maintain cooperative working relationships; work independently based on written or verbal instruction in the support of a professional engineer and/or in the functional supervision of others with minimal technical assistance; apply sound judgments; perform mathematical calculations for engineering design; analyze public works plans and apply necessary engineering principles; apply project management techniques and principles; and independently resolve conflict situations when working with contractors.

**SPECIAL
REQUIREMENTS:** Possession of, or ability to obtain and maintain a valid California Driver's License.

(OVER)

**REPRESENTATIVE
DUTIES:**

Depending on assignment, duties may include, but are not limited to, the following: Assists with building and/or public works inspections and performs routine inspections independently; acts as a project manager for simple construction projects; designs and prepares plans, specifications and cost analyses; monitors progress of work; and makes field inspections; participates in in-depth study projects, has independent responsibility for technical engineering-related projects, and/or supports a professional engineer; acts as liaison, as designated to coordinate unit activities with other public agencies, private concerns and the public; and represents the Division as assigned; checks plans prepared by: in-house staff, other agencies, contractors, and the public for conformance of codes, standards, current maps and/or plans, policies, engineering principles, and conditions for approval; and calculates fees; uses CADD software to create drawings, construction plans, and record maps; and updates drawings and maps based on field inspection information; assists public at the counter and over the phone; accepts permit applications and plans; and provides information regarding property characteristics, department procedures, fee structure, ordinances, and zoning; provides vacation and temporary relief in similar occupational fields, as necessary.

**SELECTION
PROCESS:**

The selection process will include a competitive assessment of the application submitted for this recruitment by the candidate. A screening committee will evaluate the qualifications of each application meeting the specified requirements for the position. **Applicants meeting the minimum qualifications are not guaranteed advancement to the interview, and the decision of the screening committee is final.** It is the applicant's responsibility to submit all evidence of qualifications noticed in this recruitment flyer by the deadline. Applicants will receive written notification regarding results for all phases of the recruitment up to the establishment of an eligibility list, if applicable. Candidates will be notified of the date and time of scheduled interviews and/or tests. The City of Porterville reserves the right to alter the testing process at any time, without notice, as needed.

TO APPLY:

Submit a complete City of Porterville Employment Application Form (a resume may be included, but does not substitute for a completed application), together with any other materials required to accompany the application if noticed in this announcement, to the Human Resources Office, Porterville City Hall, 291 N. Main Street, Porterville, CA 93257. Applications **must** be received in the Human Resources Office by **4:00 p.m., Friday, March 31, 2017.**

**SPECIAL
CONDITION:**

Candidates recommended for hire will be required to undergo a background reference, a fingerprint check, and a pre-employment physical, which includes a drug test.

The City of Porterville is an equal opportunity employer (EEO) and is compliant with the Americans with Disabilities Act (ADA). If you believe you need accommodation under the ADA in the testing process for any position for which you intend to apply, please contact the Human Resources Division at (559) 782-7441 to request such accommodation. The City prohibits discrimination on the basis of race, color, religion, creed, sex, national origin, ethnicity, age, disability or medical condition, Acquired Immune Deficiency (AIDS/HIV) or AIDS related conditions, political affiliation, sexual orientation, ancestry, marital or domestic partner status, gender identity, parental status, veteran status, height, weight, or any other basis protected by law.

