

CITY OF GILROY IS HIRING

ENGINEER I/II

Utilities Department

LEVEL I \$8,663.08 - \$10,529.92 Monthly Plus Excellent Benefits

LEVEL II \$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 level I or II (depending on qualifications and experience) Civil Engineer to provide technical assistance for our newly established Utilities Department. In this position, you will play a significant role in pioneering and shaping the future of utilities infrastructure in our vibrant community and have the unique opportunity to influence and lead the development of essential utilities systems from the ground up. This role is perfect for innovative thinkers who are passionate about creating sustainable solutions that will serve our community for generations to come.

In this exciting opportunity, the Engineer I/II will work under the direct supervision of a Senior Civil Engineer and will perform professional or sub professional engineering work in the field and office. Assignments will involve planning, design, and construction for a wide variety of water and wastewater infrastructure geared towards transforming and modernizing the City of Gilroy and making a positive impact in the community.

THE TEAM

When you join our team, you will be at the forefront of revolutionizing the utilities industry. Our cutting-edge technologies and forward-thinking approach will enable us to provide sustainable solutions that meet the evolving needs of the Gilroy community. You will join a dynamic and innovative team and work amongst Engineering professionals who share a passion for serving the residents of Gilroy and improving the community. The Utilities department strives for excellence in engineering design and operational efficiency, integrity, and accountability in our decision making, respect, and teamwork to leverage collective expertise in solving complex challenges to achieve a common goal.

EXCITING FIRST YEAR PROJECTS

- Utility Master Plan implementation
- New Water Well Construction
- Multiple water line replacements
- Trunk sewer line repairs



APPLICATION CLOSING DATE:

July 31, 2024

ORAL BOARD DATE:

August 21, 2024

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
- A copy of the required certificates (P.E. for Engineer II)

VIEW JOB DESCRIPTION HERE:

[ENGINEER I](#)

[ENGINEER II](#)

Apply at

www.CityOfGilroy.org/jobs



THE IDEAL CANDIDATE WILL

- Be passionate to apply civil engineering experience to contribute ideas toward completing water and wastewater projects.
- Lead the planning, coordination, and execution of utility infrastructure projects ensuring adherence to budgetary constraints and timelines.
- Have experience in designing, constructing, and delivering utility infrastructure projects.
- Utilize expertise to design and develop cutting-edge water distribution, wastewater collection, and reclaimed water systems.
- Possess technical excellence and apply engineering principles and practices to conduct detail analysis and feasibility studies.
- Produce clear and concise written correspondence/documents.
- Have interpersonal skills that allow creative communication to understand and resolve the issues for all stakeholders.
- Be proficient in engineering software such as AutoCAD, Civil 3D, or similar design software.
- Be able to interpret engineering plans, specifications, and contract documents.
- 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.



QUALIFICATIONS

ENGINEER I:

- Graduation from an accredited college or university with a bachelor's degree in Engineering.
- One year of responsible civil engineering experience or a related internship (paid or unpaid).
- Possess an Engineer-in-Training (EIT) Certificate or obtain certification issued by the State of California within one year or before end of probation period whichever occurs first. (Note: Preference may be given to candidates who already possess the CA EIT certification)
- 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 Engineer I with the following differences):

- Four years of progressively responsible engineering experience in work equivalent to that performed by an Engineer I.
- Valid registration as a Professional Engineer (P.E.) issued by the State of CA at time of application.



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.

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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- Detailed resume focusing on relevant work experience and education
- A copy of the required certificates (P.E. for Engineer II)

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.

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