



# **CIVIL ENGINEER**

## **DEPARTMENT OF PUBLIC WORKS**

### **ENGINEERING DIVISION**



[marincounty.org/jobs](https://marincounty.org/jobs)

## THE COMMUNITY

---

Marin County is located in the hills northwest of San Francisco across the Golden Gate Bridge and is home to an engaged and culturally diverse community of 260,000. The County enjoys a diversified economic base, including a mix of insurance, medical, pharmaceutical, technology, financial, and retail employers.

Marin is a desirable place to live and is known for its combination of rural and suburban lifestyles, excellent schools, entertainment and recreational activities, and mild, year-round climate. Marin is the home of artists, is the birthplace of mountain biking and Obi Wan Kenobi. Marin is abundant with natural habitat including oak-bay woodlands, redwood groves, savannas, grasslands, and salt marshes. Marin offers outdoor enthusiasts a variety of activities including hiking, mountain biking, camping, golf, horseback riding, sail boarding, surfing, fishing, boating, kayaking, canoeing, etc.



Marin's location in the Bay Area offers next-door access to the vineyards of Napa and Sonoma Counties, a majestic coastline, the enjoyment of all that San Francisco offers. The Marin County Civic Center is a renowned architectural gem and complete campus designed by Frank Lloyd Wright, "the greatest American Architect of All Time."

## THE COUNTY

---

Marin County is a General Law County governed by five members of the Board of Supervisors. The County has approximately 2400 positions allocated between its 22 agencies and has an operating budget of approximately \$716M (FY 22/23). The majority of the workforce is represented by nine labor unions and covered under 12 collective bargaining agreements. The Board's priorities for the future include (1) investing in County infrastructure, (2) preserving affordable housing and housing first, (3) addressing climate change, (4) improving disaster preparedness, and (5) prioritizing racial equity.

This diverse organization strives to uphold a set of core values: respect, trust, integrity, diversity, equality, excellence, accountability, innovation, and collaboration. These values help to maintain and enhance public trust and help achieve high quality service outcomes. The County is committed to be a well-managed organization that relies on the talents of its workforce to succeed.





## THE DEPARTMENT OF PUBLIC WORKS

The mission of the Marin County Department of Public Works is to provide the community with quality services, maintain and improve public infrastructure and facilities, and support the preservation of Marin's unsurpassed beauty.

The Department of Public Works consists of 22 Divisions, which administer a variety of programs including capital improvement, disability access, and engineering projects; maintenance of county roads and buildings, communications facilities, and vehicles; flood control, watershed planning, land development, and permitting; as well as general service functions such as accounting and administration. Due to the topography of the region, flood control is of critical importance and the Director acting as the District Engineer is often involved in the multiple flood control districts that exist county-wide. Additionally, the Department also provides the county-wide purchasing function.

## THE POSITION

The Civil Engineer (CE) is the first level of the professional engineer series and takes an active role as a project manager of complex civil engineering projects. The CE is tasked with delivering multiple individual projects concurrently, overseeing project budgets, coordinating with different stakeholder groups, preparing and presenting project updates, and providing technical direction to both in-house staff and consultants.

The work programs in the Engineering Division include, but are not limited to the following:

**Road and Bridge Rehabilitation Program** – the County owns and maintains 421 miles of roadway and 55 bridges with spans greater than 20 feet. The Engineering Division targets \$10M-\$12M in resurfacing work each year and there are currently five bridges being planned for replacement under the federally funded Highway Bridge Program.

**Bicycle, Pedestrian, and Public Right-of-Way Accessibility Programs** – the Department's Multi-Modal policy ensures that improvements to all modes of travel are considered when designing and constructing projects under these programs.

**Emergency Storm Damage** – when storm damage occurs, the Engineering Division is called upon to assist with the stabilization of affected hillsides and roadways. This can involve emergency contracting to effect immediate repairs.

**Construction Management** – the Engineering Division may be called upon to provide construction management services for a variety of projects under other Public Works Divisions (Traffic, Transportation, Flood Control, etc.) or in support of other County Departments, or for outside agencies.





## OUR HIGHLY QUALIFIED CANDIDATE

- Manages complex civil engineering projects including project resources, staff and consultants, and delivers project outcomes on schedule and on budget.
- Thrives within an environment of multiple contracts, projects, and personnel items requiring a high level of efficiency and accuracy.
- Provides clear interpretation of civil engineering regulations and policies and maintains successful working relationships with governmental agencies, members of the public, consultants and contractors.
- Possesses strong writing skills with experience preparing a variety of contracts, correspondences, technical reports, staff reports, and project recommendations.
- Exhibits excellent interpersonal skills with the ability to work with a variety of levels in the department, thrives in a team environment, and has strong leadership skills.
- Fosters collaboration, motivates staff, further develops staff knowledge, and strengthens employee performance.
- Acts as a positive role model for staff and demonstrates the ability to effectively communicate in both individual and group settings.
- Promotes innovation, builds support, and seeks to better our community.

## REQUIRED EDUCATION AND EXPERIENCE

Three (3) years of increasingly responsible professional engineering experience that included functioning in a lead capacity.

## REQUIRED LICENSES AND CERTIFICATIONS

Registration as a Civil Engineer issued by the California State Board of Registration for Civil and Professional Engineers.

# COMPENSATION & BENEFITS

The salary for this position is **\$118,206 - \$143,686 per year**, depending on qualifications, along with a Signing Bonus of \$10,000. A cost of living adjustment is effective the first full pay period of July 2024.

Our County provides up to 41 (forty-one) paid days off among its leaves offerings for first year hires.

The County of Marin offers a full benefits package including Medical, Dental, Vision, Pension/Retirement, deferred compensation, and flexible spending accounts. Retirement is offered through Marin County Employees' Retirement Association (MCERA) at [www.mcera.org](http://www.mcera.org). County of Marin employees do not contribute to Social Security.

For additional information about benefits, please visit: <http://www.marincounty.org/depts/hr/divisions/benefits>.



# APPLICATION AND SELECTION PROCEDURE

Applicants should submit completed applications as soon as possible. The filing period may be closed at any time. To be considered for this exceptional career opportunity, [apply online](http://www.marincounty.org/jobs) at [www.marincounty.org/jobs](http://www.marincounty.org/jobs):

**Open & Continuous Recruitment:** Because this recruitment is Open and Continuous, applicants are encouraged to submit completed applications as soon as possible. The filing period for Open and Continuous may be closed at any time.

Depending on the number of qualified candidates, the testing process may consist of a highly qualified review, supplemental application screening, online assessment, written examination, oral examination or any combination to determine which candidate's names will be placed on the eligible list.

**Questions?** Contact us by email: [jobs@marincounty.org](mailto:jobs@marincounty.org) or phone: **415.473.2126 (CRS Dial 711)**

## Equal Employment Opportunity Employer

The County of Marin is committed to diversity and invites all qualified people to apply, including persons of color, women, and individuals with disabilities. Upon request, reasonable accommodations may be made for persons with disabilities and for religious reasons, where necessary. If you have questions regarding equal employment opportunities or the position announcement, please contact the Human Resources Department at (415) 473-6104 or TTY use 711 for CRS.