



City of Long Beach Employment Opportunity

SENIOR CIVIL ENGINEER

Job Number: K52NN-19

SALARY: \$3,775.84 - \$5,143.28 Biweekly

OPENING DATE: 11/19/18

CLOSING DATE: Continuous

DESCRIPTION:



Accepting online applications only. Apply online 24 hours a day, beginning November 19, 2017. Filing will remain open until vacancies are filled. Filing may close without further notice.

Current vacancies are with Development Services. Other departments that use this classification include the Port of Long Beach (Harbor), Water, Public Works, and the Long Beach Airport. Click [HERE](#) to see more details regarding the positions for each department.

SPECIAL NOTE: Current city employees within the classification or held prior status within the classification, with a desire to transfer to another department, bureau or division, submit your transfer application to be placed on the [Transfer List](#).

EXAMPLES OF DUTIES:

Under direction, supervises and coordinates plan review activities; design management, program/project management, and/or construction management of a wide variety of multiple municipal, harbor, airport, gas, water and wastewater engineering, and/or public and private development and building projects; performs, formulates, and coordinates work assignments for the review of plans, designs, estimates, and reports regarding surveys, inspections, soils, and geology; supervises the preparation of plans, specifications, the compilation of estimates and contract terms from an engineering standpoint; performs difficult structural and architectural plan check for compliance with building code requirements, City ordinances, and State/Federal statues/laws; performs the state's accessibility compliance review for building projects; leads, coordinates and manages multi-disciplinary teams of City and/or consultant staff to deliver complex projects in a collaborative environment; performs project reviews and permitting processes; performs special studies and prepares comprehensive reports; develops, manages, and tracks cost estimates, budgets and schedules for assigned projects; evaluates and manages project risks; performs claims analysis; administers consultant contracts; makes presentations to governmental bodies and citizen

groups; oversees subdivision activities; may oversee the management of multiple projects, including scope, schedule and budget definition; manages project execution with multiple stakeholders; procures, negotiates and manages professional services contracts; performs project management including procurement, negotiation budgeting, scheduling, interfacing with regulatory agencies and other stakeholders, and monitoring and evaluating the work of consultants performing engineering, design and construction management work; manages and administers construction contracts, including managing requests for information and submittals, analyzing and negotiating contract changes, evaluating claims and reviewing and processing progress payments; acts as assistant to the Division/Section Head when required; performs other related duties as required.

Some departments may require the following duties be performed as well: Interview and recommend employees for hire; prepare board or City Council memoranda; perform constructability reviews, pre-construction planning and coordination; chair pre-construction and weekly progress meetings and prepare meeting minutes.

REQUIREMENTS TO FILE:

- Registration as a Professional Civil Engineer in the State of California (**proof required**)*

AND

- A minimum of five years, paid, full-time equivalent and relevant experience. Two years of the required experience must have been gained in a related position while registered as a Civil Engineer.

ADDITIONAL REQUIREMENTS:

- Ability to communicate effectively, both verbally and in writing.
- Some positions require the ability respond to emergency calls in-person or by telephone within a 30-minute timeframe.
- A valid driver's license will be required at time of selection.

***Required documents, such as transcripts or degree, must be uploaded to the application at the time of filing. Any proofs submitted must contain either the applicant's name or other identifying characteristic on the form. Degree must indicate the field of study and transcripts must indicate field of study and degree conferred date. Candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalency at the time of filing.**

DESIRABLE QUALIFICATIONS:

Certification as a Project Management Professional (PMP), Certified Construction Manager (CCM), ICC Plans Examiner, Certified Access Specialist (CASp) and/or Leadership in Energy and Environmental Design (LEED); Certified Cost Technician (CCT), Certified Scheduling Technician (CST), Certified Estimating Professional (CEP), Decision and Risk Management Professional (DRMP), Earned Value Professional (EVP), CSI Certification, Envision Sustainable Profession (ENVSP) and other Sustainable Infrastructure Professional Certifications is a plus, experience in the areas of supervision, airport, land development and/or port/maritime; experience with ESRI (ArcGIS), Hydraulic Modeling, MicroStation, AutoCad, InRoads, InRail, ProjectWise, Oracle P6, Microsoft Project, Project Management Softwares (Oracle Unifier, Orion), commercially available cost estimating software for major capital projects (i.e. HardDollar, RS Means, Sage Timberline or other engineering applications); structural design and building code compliance. One year experience working in an Airport environment is desirable for positions in the Airport.

SELECTION PROCEDURE: EXAMINATION WEIGHTS:

Application Packet.....Qualifying

This examination will be conducted using the continuous, non-competitive procedure. All applicants meeting the requirements will be placed on the eligible list, with those receiving Veteran's credit first, and then in the order in which applications were filed. Eligible lists will be established periodically.

The eligible list will remain active for at least six months.

If you have not received notification within three weeks after filing, contact the Civil Service Department at (562) 570-6202.

In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer or Tagalog) are desirable for some positions interacting with the public.



This information is available in an alternative format by request at (562) 570-6202.

If special accommodation is desired, please contact the Civil Service Department two (2) business days prior to the test at (562) 570-6202.

For hearing impaired, call (562) 570-6638.

An Equal Opportunity Employer

K52NN-19

EK:SCE

12/5/18

This information is available in an alternative format by request at the agency contact on the bulletin. If a special accommodation is desired, please contact the agency two (2) business days prior to the test, if applicable.

An Equal Employment Opportunity

APPLICATIONS MAY BE FILED ONLINE AT:

<https://www.governmentjobs.com/careers/longbeach>

Civil Service Department
333 W. Ocean Blvd., 7th Floor
Long Beach, CA 90802
(562) 570-6202

civilservice@longbeach.gov

Position #K52NN-19
SENIOR CIVIL ENGINEER
EK

SENIOR CIVIL ENGINEER Supplemental Questionnaire

- * 1. **I. INSTRUCTIONS:** The purpose of this supplemental application is to derive more specific information about the qualifications of applicants for this position. This form will serve as the basis for qualifying candidates on the eligible list. Be specific and detailed in your responses. Do not leave any questions unanswered. If you have no experience, please so indicate. Resumes will not be considered as part of the Civil Service application process and may not be substituted in lieu of the completed application or supplemental applications. Do you understand the above information?
- Yes No
- * 2. **II. REQUIREMENTS TO FILE:** Are you registered as a Professional Civil Engineer in the State of California? (proof required)*
- Yes
 No
- * 3. Indicate the number of years of paid, full time equivalent experience you possess in the field of civil engineering.
- 5 or more years experience
 3 to 4 years experience
 1 to 2 years experience
 Less than 1 year experience
 I have no experience
- * 4. Did you gain at least two years of the required paid full-time experience while registered as a Civil Engineer?
- Yes
 No
- * 5. Are you able to communicate effectively both verbally and in writing?
- Yes
 No
- * 6. Are you able to respond to emergency calls in-person or by telephone within a 30-minute timeframe? Please note that some positions may require this.
- Yes
 No
- * 7. Do you possess a valid driver's license?
- Yes No
- * 8. **III. EXPERIENCE:** The Senior Civil Engineer position is used in multiple departments. Please indicate the department(s) that are of interest to you by checking all that apply.
- Airport
 Development Services - Building & Safety
 Harbor - Port of Long Beach
 Public Works
 Water
- * 9. The Senior Civil Engineer classification is used in multiple functions throughout the City. Please indicate your preference by checking all that apply
- Airport Construction
 Construction Management
 Design
 Plans Examination
 Project Controls/Scheduling/Cost Estimating

Project/Program Management

- * 10. Describe in detail your experience as a registered Civil Engineer. Include the following: 1) Employer, 2) Dates of Employment (From/To), 3) Job Title, 4) Duties Performed.

- * 11. Describe in detail your experience with the design, program/project management and/or construction management of municipal, airport, harbor, gas, water, wastewater engineering, roadway, storm drainage, traffic, rail, public works engineering, and/or public/private development and building projects. Please include: 1) Name of Employer 2) Job Title, and 3) Dates of Employment where you gained your experience.

- * 12. Describe in detail your experience in coordinating and managing multi-disciplinary teams of City and/or consultant staff in delivering complex projects. Please include: 1) Name of Employer 2) Job Title, and 3) Dates of Employment where you gained your experience.

- * 13. Describe in detail your experience in negotiating contract changes or settling claims with construction contractors. Please include: 1) Name of employer 2) Job title, and 3) Dates of employment where you gained your experience.

- * 14. Describe in detail your experience in supervising the preparation of plans, specifications, and compilation of estimates and contract terms from an engineering standpoint. Please include: 1) Name of Employer 2) Job Title, and 3) Dates of Employment where you gained your experience.

- * 15. Describe your experience procuring consultant services, including negotiating scope and fees and managing budgets. Please include: 1) Name of Employer 2) Job Title, and 3) Dates of Employment where you gained your experience.

- * 16. Describe your experience preparing written correspondence such as contract change orders, requests for proposals and/or qualifications, reports, and similar correspondence. Please include: 1) Name of Employer 2) Job Title, and 3) Dates of Employment where you gained your experience.

- * 17. Please describe your experience giving verbal presentations to community groups, boards, project team meetings, etc. Please include: 1) Name of Employer 2) Job Title, and 3) Dates of Employment where you gained your experience.

- * 18. Please describe your experience examining construction documents of complex and challenging buildings and structures for compliance with the applicable California Building Standards Code. Please include: 1) Name of Employer 2) Job Title, and 3) Dates of Employment where you gained your experience.

- 19. Please indicate any additional certifications you may possess:

- Project Management Professional (PMP)
- Certified Construction Manager (CCM)
- ICC Plans Examiner
- Certified Access Specialist (CASp)
- Leadership in Energy and Environmental Design (LEED)
- Certified Cost Technician (CCT)
- Certified Scheduling Technician (CST)
- Certified Estimating Professional (CEP)
- Decision and Risk Management Professional (DRMP)
- Earned Value Professional (EVP)
- CSI Certification
- Envision Sustainable Profession (ENVSP)
- Other Sustainable Infrastructure Professional Certifications

20. If you indicated "Other Sustainable Infrastructure Professional Certifications" in the item above, please list your certification(s) in the area provided below:

- * 21. **IV. GENERAL:** Any proof(s) of required documents must be submitted as attachments at the time of filing online. Failure to submit all required documents at time of filing will result in the application being incomplete, and may not be evaluated any further. Proofs may include the following items: • Proof of registration as a Professional Civil Engineer in the State of California Do you understand the information above?

Yes No

- * 22. Are you claiming Veteran's Preference? If yes, a copy of your DD-214 Member 4 (or other appropriate documentation) must be attached to your application at the time of filing.

Yes No

- * 23. Please note that candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalency at the time of filing.

For information on evaluation services: [Education Evaluation Services](#)

Do you understand the information above?

Yes No

- * 24. I certify that I have personally completed the information provided and that it is accurate and complete to the best of my knowledge. I understand that any falsification may cancel any terms, conditions, or privileges of employment.

Yes No

- * Required Question