



Ventura County ENGINEER I-II-III-IV

SALARY	\$30.74 - \$66.42 Hourly \$2,459.33 - \$5,313.41 Biweekly \$5,328.55 - \$11,512.38 Monthly \$63,942.63 - \$138,148.57 Annually	LOCATION	Ventura and Moorpark and may require travel throughout Ventura County, CA
JOB TYPE	Full-Time Regular	JOB NUMBER	0693PWA-24AA (SC)
DEPARTMENT	Public Works Agency	OPENING DATE	01/19/2024
CLOSING DATE	Continuous		

Description

WHAT WE OFFER

- **General Salary Increase:** 3.5% effective December 22, 2024.
- **New Hire Incentive - Engineer III and Engineer IV:** New hires may be eligible for a one-time New Hire Incentive up to 10% of the current annual base wage. [(Subject to the applicable section of the VEA MOA 2022-2025 (Secs. 3701-3704)].
- **Educational Incentive:** An educational incentive of 2.5% for completion of an associate degree, 3.5% for completion of a bachelor's degree OR 5% for completion of a graduate degree that is not required to work in the classification.
- **Bilingual Incentive:** Incumbents may also be eligible for bilingual incentive depending upon operational need and certification of skill. Proficiency levels by exam are \$.65 per hour (Level I); \$.80 per hour (Level II); or \$.90 per hour (Level III).
- **Professional License:** Incumbents may also be eligible for a professional license incentive of 5% depending upon classification and certification of skill.
- **Annual Leave Accrual:** New regular, full-time employees shall accrue approximately 20 days of annual leave a year for the first 10,400 hours or 5 years of service; annual leave accruals increase at 5, 11, 12, 13, 14, 15 and 20 years of service topping out at 32 days a year and 640 hours of annual leave banked.
- **Annual Leave Redemption:** New Hires may elect to "cash in" or redeem up to 80 hours of accrued annual leave after using 80 hours of annual leave in the preceding calendar year.
- **Deferred Compensation:** Eligible to participate in the County's 401(k) Shared Savings Plan and/or the Section 457 Plan. This position is eligible for up to a 3% match on your 401(k) contributions.
- **Health Plans:** Full-time employees are afforded a flexible credit allowance for purchasing medical, dental, and/or vision insurance from a group of authorized plans: **Effective plan year 2024, regular full-time employees receive an allowance not to exceed \$667 per biweekly pay period.**
- **Flexible Spending Accounts:** Choice of participation in the Flexible Spending Accounts which increase spending power through reimbursement of pre-tax dollars for IRS approved dependent care and health care expenses.
- **Pension Plan:** Both the County and employees contribute to the County's Retirement Plan and to Social Security. If eligible, reciprocity may be established with other public retirement systems, such as PERS.
- **Holidays:** 12 paid days per year which includes a scheduled floating holiday.

The Public Works Agency employs Engineers in four Departments:

- **Water & Sanitation:** operates 24 hours a day, 365 days a year to serve the public and is responsible for the administration, customer service, billing, operation, maintenance, design, construction, and inspection of water and

sewer systems: specifically four potable water systems, seven sewer collection systems, three wastewater treatment plants, and one recycled water system.

- **Watershed Protection:** emphasizes integrated watershed management to solve flood control and water quality problems with environmentally sound approaches, protecting life, property, watercourses, watersheds, and public infrastructure from the dangers and damages associated with flood and stormwaters.
- **Roads & Transportation:** responsible for planning, designing, funding, building, operating and maintaining the County Road System, approximately 542 centerline miles of roadway, bridges, drainage and related transportation facilities, and coordination of unincorporated area public transit needs.
- **Engineering Services:** responsible for a range of engineering services to clients in the County of Ventura organization and the public. Services include capital program and project management, facilities contracting, land development, flood, and land surveying.

The position: Under general supervision (I,II), direction (III,IV) performs progressively complex Civil Engineering field and office duties which may include the supervision of other engineers and technicians on Public Works engineering projects; and performs related duties as required.

The successful candidate will be a highly motivated and organized engineer with knowledge in a broad range of civil engineering technical areas with the ability to apply this knowledge to provide public works services in Ventura County. This candidate will have strong interpersonal and oral/written communication skills.

There are currently **16 (sixteen)** Regular vacancies; four (4) Regular vacancies within Roads and Transportation; four (4) Regular vacancies within Water and Sanitation; and eight (8) Regular vacancies within Watershed Protection.

The Engineers (**four (4) vacancies**) within **Roads & Transportation** will have experience in roadway, pavement resurfacing, storm drain, traffic and pedestrian/bike improvement projects; who can administer contractors, consultants, inspectors, and third-party material testing firms; who can communicate, collaborate and work effectively with internal and external agencies/departments; who can problem-solve, be held accountable, and a motivated team player.

The Engineers (**six (6) vacancies**) within **Watershed Protection** are responsible for reviewing consultant plans, specifications, and reports for compliance with County or special district requirements; will have experience and proficiency in the design of flood control facilities and shall have excellent verbal/written communication. The candidates shall be familiar with Standard Plans and Specification for Public Works Construction, "GREENBOOK" and be able to perform complex technical engineering calculation and reporting. This includes knowledge of hydrology, hydraulic and structural analyses, grading and drainage plans, geometric design, horizontal and vertical alignments, preparing technical reports, specifications, quantity calculations, cost estimating, and construction scheduling. Familiarity with USACE levee and dam safety guidelines is highly desirable.

One Engineer within **Watershed Protection** is assigned to support the Fox Canyon Groundwater Management Agency (FCGMA). The successful candidate will be familiar with groundwater hydrology, have experience conducting feasibility studies (including regulatory permitting), reviewing civil/environmental engineering design, have experience in engineering project cost estimation, and project management. The candidate shall have strong computer and excellent verbal/written communication skills. Experience working with stakeholders is desired and knowledge and experience with flowmeters a plus.

The **Water Quality Engineer (one (1) vacancy)** within **Watershed Protection**, performs progressively complex civil engineering office and field duties related to implementation of land development and construction requirements under the County of Ventura's municipal stormwater (MS4) permit and performs related duties, as required. The candidates shall have experience in performing professional engineering work related to land development, low impact development (LID)/green streets, and protection of stormwater quality, and shall be an effective communicator with a wide range of individuals. This includes knowledge of water quality, hydrology and hydraulics, stormwater treatment systems, stormwater permitting, and construction stormwater management.

The Engineers (**four (4) vacancies**) within **Water & Sanitation** will have experience with design, construction, engineering, standard specifications/plans, private development, asset management, and/or operation and maintenance support. The candidate will also be able to communicate and work well with various internal and external parties, possess strong computer skills, and be a team player.

PAYROLL TITLES & APPROXIMATE SALARIES:

Engineer I - \$2,459.33 - \$3,704.92 Biweekly
Engineer II - \$2,922.51 - \$4,396.55 Biweekly
Engineer III - \$3,192.98 - \$4,797.18 Biweekly
Engineer IV - \$3,545.96 - \$5,313.41 Biweekly

Engineers are represented by the Ventura Employees Association (VEA) and are not eligible for overtime compensation.

Examples Of Duties

The depth and breadth of assignments increase at each level and may include any combination of the duties described below. Incumbents are assigned in the various groups of the agency and depending on specialty area, may assist and/or perform the following duties:

- Prepares or reviews plans and specifications and makes recommendations regarding feasibility of proposed projects.
- Assists project engineer on construction projects.
- Coordinates complex engineering projects and administrative duties with other County agencies and Public Works divisions, governmental agencies, engineering firms, private organizations, and public utility companies.
- Reviews studies and designs flood control facilities, stormwater quality systems, road systems, hydrology, water/wastewater, transportation and other public works projects.
- Reviews subdivision road, flood control, best management practices (BMP), drainage water and sewer plans for compliance with County, special district, or permit requirements.
- Reviews Consultant plans, specifications, and reports for compliance with County, special district, or permit requirements.
- Represents the County at meetings and serves on committees and councils.
- Supervises subordinate personnel as required.
- Coordinates field operations, conducts special field studies.
- Provides technical expertise, education, training, and public outreach on municipal stormwater permit compliance.
- Evaluates stormwater BMP effectiveness, provides recommendations for improvement concerning water quality impacts, and stays current on technologies to meet compliance standards.
- Supervises the issuance of encroachment permits and inspection of related work.
- Assists in preparation of budgets, and compiles data and reports on status of current budgets.
- Assists in developing and maintaining traffic control programs.
- Acts as coordinator of maintenance crews and activities during periods of emergency.
- May develop multi-year plans, regional planning and programs and workflow planning; perform CEQA and land development plan reviews and prepare conditions of approval; assist with monitoring the condition, performance and management of various PWA assets; and manage GIS and website data.
- Performs related duties as required.

Typical Qualifications

These are entrance requirements to the examination process and assure neither continuance in the process nor placement on an eligible list.

EDUCATION/EXPERIENCE

Engineer I: Possession of a Bachelor's degree in Civil Engineering or equivalent.

Engineer II: Possession of a Bachelor's degree in Civil Engineering or equivalent and one (1) year of qualifying professional civil engineering experience.

Engineer III: Possession of a Bachelor's degree in Civil Engineering or equivalent and three (3) years of qualifying professional civil engineering experience, including some experience in the specialty assignment area. Specialty assignment areas include:

- water and wastewater systems planning, engineering, and construction
- design and construction of flood control facilities

- stormwater-related water resources engineering
- design and construction of transportation improvements
- capital improvements including vertical construction

The **Engineer IV** level requires possession of a Bachelor's degree in Civil Engineering or equivalent and at least four (4) years of qualifying progressively responsible professional engineering experience, AND registration as a Professional Engineer in California.

Civil engineering degree equivalency includes certification as an EIT in California and four (4) years of civil engineering related experience, OR a Bachelor's degree in a related engineering, physical science, or mathematics curriculum and three (3) years of civil engineering related experience, OR Registration as a Civil Engineer in California.

NECESSARY SPECIAL REQUIREMENTS (all levels)

- Strong interpersonal and oral/written communication skills
- Must possess and maintain a valid California driver license
- Ability to work outside and occasionally be exposed to inclement or hazardous conditions requiring moderate to heavy physical activities

NECESSARY SPECIAL REQUIREMENT (Engineer IV)

- California Registration as a Professional Engineer in a specific field

DESIRED

- Ability to administer public works contracts
- Familiarity with Greenbook and Caltrans guidelines
- Familiarity with CEQA requirements and completing regulatory and municipal permits applications
- Familiarity with USACE levee and dam safety guidelines
- Strong background in land development
- Engineer in training (EIT) certificate or Professional Engineer (PE) license (Engineer III)
- Expertise in AUTO-CAD Civil 3D, GIS, RISA-3D, Retain Pro, HEC-RAS, WSPG, FLO-2D, Adobe Acrobat, Bluebeam, and Microsoft Office software
- Certification as a Certified Professional in Erosion and Sediment Control (CPESC) and/or Qualified Stormwater Pollution Prevention Plan (SWPPP) Developer (QSD)/Qualified SWPPP Practitioner (QSP)

Knowledge, Skills, and Abilities:

Some to thorough knowledge (depending on level in series) of: current principles of Civil Engineering and their application to engineering problems; modern methods, materials and equipment used in the construction of buildings, sewer systems, water systems, road, flood control structures and other public works construction; principles and practices employed in hydrology, water supply, drainage, flood control, stormwater compliance, including BMPs, and other related phases of hydraulic engineering; engineering economics and financing; and computer systems applications.

Some to thorough ability (depending on level in series) to: make engineering studies, prepare reports and make recommendations for consideration in the planning of public works programs and policy determinations; prepare plans and specifications and write technical reports; manage and coordinate work of outside consultants; inspect plans and methods of construction; estimate cost of various public works construction or maintenance projects; use good engineering judgment; develop and maintain good working relationships with employees, the public, outside consultants, contractors and developers; assist in the training of subordinate employees; and operate office computer systems and civil engineering equipment.

Supplemental Information:

While most positions work primarily indoors in an office environment, depending on position and/or assignment, incumbents may be required to work outside.

Recruitment Process

FINAL FILING DATE: This is a continuous recruitment and may close at any time; therefore, apply as soon as possible if you are interested in it. Applications must be received by County of Ventura Human Resources in Ventura, California, no later than 5:00 p.m. on closing date.

To apply online, please refer to our web site at www.ventura.org/jobs. If you prefer to fill out a paper application, please call (805) 654-5129 for application materials and submit them to County of Ventura, Human Resources, 800 South Victoria Avenue, L-1970, Ventura, CA 93009.

NOTE TO APPLICANTS: It is essential that you complete all sections of your application and supplemental questionnaire thoroughly and accurately to demonstrate your qualification. A resume and/or other related documents may be attached to supplement the information in your application; however, it/they may not be substituted in lieu of the application.

NOTE: If presently permanently employed in another "merit" or "civil service" public agency/entity in the same or substantively similar position as is advertised, and if appointed to that position by successful performance in a "merit" or "civil service" style examination, then appointment by "Lateral Transfer" may be possible. If interested, please click [here \(Download PDF reader\)](#) for additional information.

SUPPLEMENTAL QUESTIONNAIRE – qualifying: All applicants are required to complete and submit the questionnaire for this exam at the time of filing. This questionnaire may be used throughout the examination process to assist in determining each applicant's qualifications and acceptability for the position. Failure to complete and submit the questionnaire may result in removal of the application from further consideration.

APPLICATION EVALUATION – qualifying: All applications will be reviewed to determine whether the stated requirements are met. Applicants meeting the stated requirements will be invited to continue to the next step in the recruitment process.

TRAINING and EXPERIENCE EVALUATION: A Training and Experience Evaluation (T&E) is a structured evaluation of the job application materials submitted by a candidate, including the written responses to the supplemental questionnaire. The T&E is NOT a determination of whether the candidate meets the stated requirements; rather, the T&E is one method for determining who are the better qualified among those who have shown that they meet the stated requirements. In a T&E, applications are either scored or rank ordered according to criteria that most closely meet the business needs of the department. Candidates are typically scored/ranked in relation to one another; consequently, when the pool of candidates is exceptionally strong, many qualified candidates may receive a score or rank which is moderate or even low resulting in them not being advanced in the process.

NOTE: In a typical T&E, your training and experience are evaluated in relation to the background, experience and factors identified for successful job performance during a job analysis. For this reason, it is recommended that your application materials clearly show your relevant background and specialized knowledge, skills, and abilities. It is also highly recommended that the supplemental questions within the application are completed with care and diligence. Candidates must earn a score of seventy percent (70%) or higher to qualify for placement on the eligible list.

ORAL EXAMINATION – 100%: A job-related oral examination may be conducted to evaluate and compare participating candidates' knowledge, skills, and abilities in relation to those factors which job analysis has determined to be essential for successful performance of the job. Candidates must earn a score of seventy percent (70%) or higher to qualify for placement on the eligible list.

If there are three (3) or fewer qualified applicants, an examination will not be conducted. Instead, a score of seventy percent (70%) will be assigned to each application, and each applicant will be placed on the eligible list.

ELIGIBLE LIST: Candidates successfully completing the examination process may be placed on an eligible list for a period of one (1) year. The eligible list established from this recruitment may be used to fill present and future Regular (including Temporary, and Fixed-term), Extra Help and Intermittent vacancies.

Note: If appointed at the lower level, incumbents may be promoted to the higher level without further examination upon meeting the minimum requirements, demonstrating satisfactory performance, and in accordance with business needs of the department.

BACKGROUND INVESTIGATION: A thorough post offer, pre-employment background investigation which may include inquiry into past employment, education, criminal background information, and driving record may be required for this position.

For further information regarding this recruitment, please contact Sylvia Campos by email at Sylvia.Campos@ventura.org.

EQUAL EMPLOYMENT OPPORTUNITY

The County of Ventura is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation.

Agency

Ventura County

Address

800 S. Victoria Avenue
LOC. #1970
Ventura, California, 93009

Phone

(805) 654-5129

Website

<http://hr.ventura.org>

ENGINEER I-II-III-IV Supplemental Questionnaire

***QUESTION 1**

The eligible list for this recruitment will be established by way of a Training & Experience (T&E) evaluation of your application: therefore, it is imperative that you provide full, complete responses to the supplemental questions below and provide detail in the Work Experience section to support your answers. Your final score will reflect any insufficient and/or missing, inconsistent information. Do you understand this statement?

- Yes
 No

***QUESTION 2**

Do you possess or have the ability to obtain and maintain a valid California driver's license?

- Yes
 No

***QUESTION 3**

Please select the check box(es) to indicate which of the items below you possess, if any. You may check more than one.

- Bachelor's degree in Civil Engineering
 Bachelor's degree in Mechanical Engineering
 Bachelor's degree in Environmental Engineering
 Bachelor's degree in a related engineering discipline, physical science or mathematics
 Registration as a Civil Engineer in California
 Registration as a Professional Geologist in California
 Professional Hydrologist with the American Institute of Hydrology
 California Certification as an Engineer-in-Training
 None of the above

***QUESTION 4**

If you marked "Bachelor's degree in a related engineering discipline, physical science or mathematics" in the question above, please indicate the field of study for your highest level of educational achievement AND how it relates to this position. Respond "N/A" if this does not apply to you.

***QUESTION 5**

Which option below best describes your full-time progressively responsible, professional engineering related experience? (NOTE: Full-time is considered 40 hours per week; anything less than that must be prorated.)

- No experience
- Some to less than 1 year
- 1 year to less than 2 years
- 2 years to less than 3 years
- 3 years to less than 4 years
- 4 years to less than 5 years
- 5 years to less than 6 years
- 6 years to less than 7 years
- 7 years to less than 8 years
- 8 years to less than 9 years
- 9 years to less than 10 years
- 10 or more years

***QUESTION 6**

Describe your experience in both the design and the construction of public works facilities, including length of time. Include any design-build construction management experience and engineering economics/financing experience. Respond "no experience" if you do not have this type of experience.

***QUESTION 7**

Describe your experience in performing professional engineering work related to:

- Water and wastewater systems (distribution and collection systems, water/wastewater treatment facilities, SCADA, reservoirs, etc.)
 - Transportation projects (roads, bridges, signalized intersections, pavement overlays/resurfacing, retaining walls, and other related projects)
 - Flood control (hydraulic & structural analyses, grading & drainage plans, geometric design, horizontal & vertical alignments, compliance with the CEQA requirements)
 - Water resources engineering (stormwater quality, grading & drainage plans, construction BMPs, LID/green streets, compliance with the MS4 permit requirements)
 - Selecting and supervising consultants for design projects with review of consultant plans, specifications and reports
- Be thorough and clear in your response and include the following for each item: A. Employer(s); B. Job title(s); C. Time frame(s) (start and end dates in month/year format); AND D. Detailed description of your role(s) and responsibilities. Respond "no experience" if you do not have this type of experience.

***QUESTION 8**

Describe your experience preparing engineering studies and reports including development of conclusions and recommendations. Detail the types of experience you have including the length of time performing this work. Respond

"no experience" if you do not have this type experience.

***QUESTION 9**

Describe your experience with engineering software such as AutoCAD, GIS, hydraulic modeling, project management, and MS Office software. Respond "no experience" if you do not have this type of experience.

***QUESTION 10**

Describe your experience establishing rapport, building partnerships, and maintaining effective working relationships with County employees, representatives from other agencies, the general public; and consultants, contractors, and developers. What are your methods/techniques in performing these functions successfully? Include any experience you may have working with these types of groups. Respond "no experience" if you do not have this type of experience.

***QUESTION 11**

This position requires the ability to work outside and occasionally be exposed to inclement or hazardous conditions requiring moderate to heavy physical activities. Are you able and willing to perform these functions and work safely under these conditions?

- Yes
- No

***QUESTION 12**

Please select from the choices below, which level(s) in this classification series you want to be considered for. You may select more than one.

- Engineer I
- Engineer II
- Engineer III
- Engineer IV

***QUESTION 13**

Please select from the choices below, which department(s) you want to be considered for. You may select more than one.

- Roads and Transportation
- Water and Sanitation
- Watershed Protection
- Engineering Services

* Required Question