

## COMPENSATION & BENEFITS

Annual salary range is \$118,934.40—\$144,414.40

### Management Benefits Cafeteria Plan includes:

Health and Dental Insurance	Management Paid Leave
Employee and Dependent Life & AD&D Insurance	County Allowance Credit
Health/Dependent Care Flexible Spending Plan	Voluntary Disability Plan
Vacation	Retirement Plan covered by the 1937 Act
Sick Leave	Deferred Compensation Plan Available
Holidays (paid and floating)	Professional Development Opportunities

## APPLICATION PROCESS

If you are interested in this exciting opportunity, please complete an application and supplemental questionnaire on-line at [www.acgov.org/hrs](http://www.acgov.org/hrs). The final filing deadline is **Thursday, January 15, 2015, at 5:00 p.m. PST**. Applications will be screened according to the qualifications outlined in this brochure. The most qualified candidates will be invited to participate in the next step of the selection process.

## SUPPLEMENTAL QUESTIONNAIRE

Thank you for your interest in the position of Principal Civil Engineer. Your completed response to this supplemental questionnaire will be evaluated to determine your qualifications and must be completed properly in order to be given full consideration for the next phase in the selection process. Responses should be thorough and specific, yet concise and succinct.

1. Do you possess a valid Certificate of Registration as a Civil Engineer issued by the California State Board of Registration for Civil and Professional Engineers? Yes \_\_\_ No \_\_\_
2. Do you possess a Bachelor's Degree from an accredited college or university with a major in engineering? Yes \_\_\_ No \_\_\_
3. Do you have the equivalent of two years experience in the class of Supervising Civil Engineer or three years of experience in the class of Associate Engineer or the equivalent, in the Alameda County classified service (non-classified includes District Attorney's Office, Hospital Authority, and the Consolidated Courts) that included or was supplemented by the equivalent of two years of experience in the supervision of, or participation in the design, review or inspection of either major road appurtenant structures of drainage and related flood control structures, including land development review? Yes \_\_\_ No \_\_\_ . If your answer is yes, please ensure that this experience is detailed in the employment section of the application.
4. Do you have three years of professional engineering experience subsequent to becoming a Registered Civil Engineer, with at least two years in a supervisory or administrative capacity? Yes \_\_\_ No \_\_\_ . Please ensure that this experience is detailed in the employment section of the application.
5. Do you have the equivalent of five years of progressively responsible, full-time professional civil engineering experience, with at least two years of which were in a supervisory capacity? Yes \_\_\_ No \_\_\_ . If your answer is yes, please ensure that this experience is detailed in the employment section of the application.
6. Describe the most complex design and construction project you have managed. What made this project particularly challenging? What was your specific role in budgeting, planning, designing and construction for the project? Explain how you managed the financial aspect of the project. What was the outcome?
7. Describe performance metrics that you have developed for your work group. Describe the goals/objectives you developed and the steps you took to develop the metrics. What was your process for implementation? How did you measure performance? What was the overall result for your organization?
8. Describe your experience working with the public on technically complex issues. What was your role? Explain the difficulties you faced and the actions you took. What was the outcome?

If you have questions about this brochure, please contact:

Monique Hill, Human Resources Analyst, [monique.hill@acgov.org](mailto:monique.hill@acgov.org), 510-208-4841

## Alameda County Public Works Agency

*Invites you to apply for the position of*

# Principal Civil Engineer



Public Works Agency  
— Alameda County —

## Apply Today!

If you are interested in this opportunity to help Alameda County's Public Works Agency achieve its vision and mission, please complete an application and supplemental questionnaire on-line at [www.acgov.org/hrs](http://www.acgov.org/hrs). Please also attach a copy of your valid Certificate of Registration as a Civil Engineer issued by the California Board of Registration for Civil and Professional Engineers.

Applications will be screened according to the qualifications outlined in the Ideal Candidate section of this brochure. The most qualified candidates will be invited to participate in the selection process.

### Tentative Selection Schedule:

Application and Supplemental Questionnaire Final Receipt Date:  
January 15, 2015

## THE PUBLIC WORKS AGENCY MISSION STATEMENT

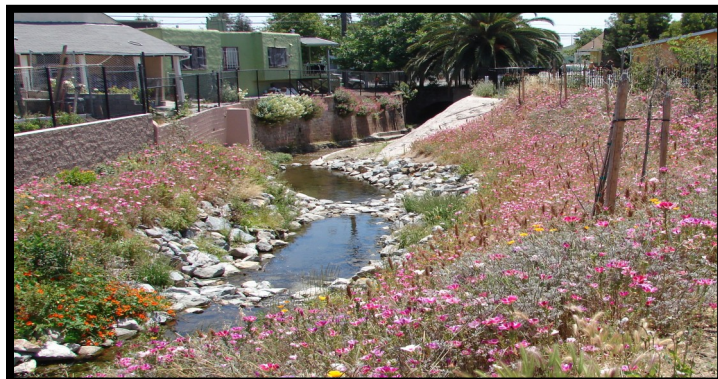
Enhance the quality of life for the people of Alameda County by providing a safe, well-maintained, and lasting public works infrastructure through accessible, responsive, and effective services.

## THE PUBLIC WORKS AGENCY VALUES

- Promoting responsibility through transparency and accountability.
- Being responsive to those we serve.
- Providing effective, high-quality service to the public.
- Recognizing our unique qualities as individuals and treating one another with respect and compassion.
- Innovative and progressive approaches and accepting the associated risks.

## THE AGENCY AT A GLANCE

Public services provided by the Agency include flood and storm water pollution control; transportation planning and design; roadway and flood control maintenance and inspection; and construction and building inspection. The goals of the Agency are to keep roads safe and well-maintained; provide the highest level of flood protection; provide service levels that optimize infrastructure life cycles and minimize deferred maintenance; ensure that development and construction adhere to applicable State and County rules; optimize disaster preparedness, response and recovery; ensure that Agency's operations and services minimize negative impacts on the



environment; and sustain and advance County and Agency programs through a vital business and administrative support system. To accomplish these goals, the Agency has 289 full-time equivalent positions in a variety of professional, technical, clerical, and skilled-trades classifications, with an approved Agency budget for Fiscal Year 2014-15 of \$330 million.

## CONSTRUCTION & DEVELOPMENT SERVICES DEPARTMENT

The Construction and Development Services Department assists in the planning of new subdivisions, commercial developments, and infrastructure by reviewing development plans, issuing permits, and inspecting building construction and infrastructure to support land development. The Department also provides construction management services for the construction of transportation for unincorporated Alameda County and flood control facilities in Western Alameda County and is composed of the Building Inspection Division, the Land Development Division, and the Construction Inspection Division.

## THE POSITION

Principal Civil Engineers are in charge of a major division of the Engineering and Construction, Development Services or Maintenance and Operations Departments of Public Works Agency. They plan, coordinate, and direct the work of the division and coordinate work with the activities of other divisions and they give general direction and technical aid to professional and non-professional staff.

## THE IDEAL CANDIDATE

The Alameda County Public Works Agency is recognized by the community and professional organizations as a leader in innovation, service delivery, and employee excellence. The ideal candidate will have the following critical attributes:

- Proven Professional Civil Engineering experience in the planning, coordination, and direction of staff in a major division. An approachable, politically astute leader with a management style that quickly fosters trust, loyalty, respect, commitment, and partnership for the community, other organizations, elected officials, and staff.
- A solid leader who leads through aligning the organization's visions and values and manages work groups by advising subordinates, facilitating goal accomplishment, and tracking and evaluating performance to ensure success.
- A strategic thinker who can determine long-term goals as well as identify and design the best approach for achievement.
- Highly focused and organized, managing a variety of complex projects while charting a course of action to ensure the successful completion of goals as they relate to the mission, vision, and values of the organization.
- A great communicator and listener who is a quick and clear thinker and who can remain calm under pressure.
- Able to identify and understand complex problems and concepts, apply logical thinking and quantitative methods of gathering and analyzing information; make decisions and exercise good judgment based upon available data, design solutions to problems, formulate and articulate actions plans proactively and collaboratively.
- The ability to continue to be effective, proactive and innovative while dealing with changing priorities and deadlines.

## SPECIFIC REQUIREMENTS

### EXPERIENCE:

The equivalent of two years experience in the class of Supervising Civil Engineer; or three years experience in the class of Associate Engineer or the equivalent, in the Alameda County classified service (non-classified includes District Attorney's Office, Hospital Authority, and the Consolidated Courts) that included or was supplemented by the equivalent of two years of experience in the supervision of, or participation in, the design, review or inspection of either major road appurtenant structures or drainage and related flood control structures, including land development review. OR,

Possession of a bachelor's degree from an accredited college or university with a major in engineering; AND

The equivalent of three years of professional engineering experience subsequent to becoming a Registered Civil Engineer, at least two years of which were in a supervisory or administrative capacity. OR,

The equivalent of five years of progressively responsible, full-time professional civil engineering experience, at least two years of which were in a supervisory capacity; AND

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

Possession of a valid California Class C Driver's License

