



Salary Range Increase

Senior Civil Engineer

City of Palmdale, California



Recruitment Services Provided by Ralph Andersen & Associates



An Outstanding Opportunity

Are you looking for a great opportunity for professional growth and enrichment? Come join a fast-paced engineering department as a Senior Civil Engineer. The City of Palmdale is seeking a motivated self-starter with an ability to plan, scope, design, build, and operate many exciting capital improvement projects.

The Community

Palmdale is in northern Los Angeles County in the Antelope Valley region of Southern California, approximately 60 miles driving distance from downtown Los Angeles.

From snow-capped vistas in the winter to golden poppies in the spring and breathtaking sunsets, Palmdale is a place where families can picture themselves right at home. This vibrant community encompasses 106 square miles and is surrounded by the Tehachapi and San Gabriel Mountains. Palmdale has approximately 167,000 residents. The City is perfectly positioned for an easy drive to all of Southern California's cultural, recreational, and entertainment offerings. Open space is plentiful with broad, beautiful vistas in which to take a hike, ride a bike, or enjoy equestrian activities. Cultural and recreational opportunities abound with two golf courses, outstanding parks, an amphitheater, water park, community theatre, and the region's premier shopping and dining choices.



City Government

Incorporated in 1962, Palmdale became a charter city in 2009 and has a council/manager form of government. The City employs 289 full-time employees with a 2023-24 adopted budget of \$512 million and a general fund of \$95.2 million. The City prides itself on being a great place to work. Its mission is to provide a high level of service to its residents by attracting, developing, and retaining a diverse, well-qualified and professional workforce that reflects the high standards of the community it serves. The City is guided by values that empower its employees to be committed to service, grounded in integrity, cultivate greatness, nurture teamwork, and master the possibilities of what Palmdale can be. To learn about the City of Palmdale's values, please visit www.cityofpalmdaleca.gov/Values.

Department of Public Works

Under the direction of the Director of Public Works, the Public Works department develops and maintains the public infrastructure that contributes to Palmdale's quality of life. The Department is responsible for the following:

- Administration of the City's Capital Improvement Program.
- Benefit assessment districts for landscaping and street lighting.
- Development and maintenance of City buildings and grounds; City equipment and assets; landscaping; parks; public parking areas; streets; traffic control systems; and trails.
- Development review and approvals.
- Flood control.
- Traffic and transportation planning.

The Department of Public Works has approximately 124 full-time staff and is comprised of four divisions: Capital Improvement, Engineering/Traffic, Innovation & Environmental, and Maintenance.



Department of Public Works *continued*

Capital Improvement Division

Capital Improvement Division implements the City's Annual Capital Improvement Program. This includes the planning, project development, right-of-way acquisition, environmental documents, engineering design, inspection, and contract administration for the City's capital projects. The Capital Improvement Program section works closely with City departments, private consultants, contractors, utilities, funding agencies and the public to ensure timely delivery of quality projects.

To see the Capital Improvement Program annual budget FY 2023-24, click [here](#). To see the organizational chart for the Department of Public Works, click [here](#).

The Position

The City of Palmdale's Capital Improvement division is recruiting for Senior Civil Engineer. The position will report to the Director of Public Works or designee. This experienced professional will lead the City's engineering projects from planning and design to construction and close-out. The successful candidate will perform a wide variety of professional engineering work in support of the City's Capital Improvement Program (CIP), public works, infrastructure, and departmental operations.

Key Responsibilities

- Provide complex professional and technical engineering support services relative to assigned capital improvement projects.
- Manage and/or participate in the preparation of complex engineering studies and reports related to public works, utilities, and capital improvement projects according to assignment; oversee coordination of activities with other City departments, divisions, outside agencies, citizens, consultants, and developers.
- Manage the most complex and difficult engineering projects; develop and monitor project schedules and budget; ensure project funding.
- Supervise the preparation, updating, and maintenance of maps and records.
- Prepare and oversee the preparation of engineering designs, specifications, and cost estimates for a wide variety of capital improvement projects.
- Check plans for accuracy, suitability, and completeness, and make recommendations for revision and improvement.
- Meet and confer with developers, contractors, engineers, and the general public relative to City policies, regulations, and procedures; coordinate discrepancies and problem situations with outside parties.
- Oversee and participate in the review of projects under construction in the field; coordinate the activities of the inspection unit; resolve complaints and problems in the field between the inspectors and developers, contractors, and/or engineers.

Qualifications

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience: Four years of increasingly responsible civil engineering experience including significant supervisory responsibilities.

Training: Bachelor's degree from an accredited college or university with major course work in civil engineering.

License or Certificate: Possession of a valid Certificate of Registration as a professional civil engineer in the State of California or ability to obtain within six months. Possession of a valid California driver's license or ability to obtain.



Compensation and Benefits

The salary range for the Senior Civil Engineer position has been increased to \$124,824 to \$159,432, depending upon qualifications. The City of Palmdale is open Monday through Thursday from 7:30 am to 6:00 pm and closed on Fridays. The City offers an excellent benefits package including the following major areas:

Retirement: The City is a member of the California Public Employees' Retirement System (CalPERS). Full-time employees will be enrolled in either the New Member or Classic plan, as defined by CalPERS. New Members are enrolled in the 2% @ 62 formula and pay the full 7.75% employee contribution. Classic Members are enrolled in 2% @ 60 formula and pay the full 7% employee contribution.

Vacation, holidays, and leave: The City provides 15 paid holidays per year and 80 hours vacation (years one through four) with a maximum accrual of 240 hours. Administrative employees accrue 80 hours of administrative leave per year with a maximum accrual of 240 hours.

Sick Leave: Employees accrue 96 hours per year with a maximum accrual of 800 hours.

Insurance: The City offers group health and dental/vision insurance. The City contributes towards the employee's health insurance. The amount varies depending on plan and the number of dependents. Additionally, the City provides disability coverage and a \$50,000 life insurance policy for full-time employees.

To Be Considered

This is a confidential recruitment and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references will not be contacted until mutual interest has been established. Candidates are encouraged to **apply immediately**.

Electronic submittals are strongly preferred via email to apply@ralphandersen.com and should include a compelling cover letter and comprehensive resume. Ralph Andersen & Associates will work in concert with the City to conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment profile. Confidential inquiries are welcomed to Mr. Fred Wilson, Ralph Andersen & Associates, at (916) 630-4900.

The City of Palmdale is an equal employment opportunity employer and celebrates diversity, equity, and inclusion in the workplace.

www.cityofpalmdaleca.gov

