



CITY OF PALO ALTO
invites applications for the position of:
Utilities Senior Engineer

SALARY: \$63.84 - \$95.76 Hourly
\$11,065.60 - \$16,598.40 Monthly
\$132,787.20 - \$199,180.80 Annually

OPENING DATE: 01/06/21

CLOSING DATE: 01/28/21 11:59 PM

DESCRIPTION:



The Department

Recognized as the global leader in cutting-edge technology, medicine and green innovation, Palo Alto (pop. 70,000) is the birthplace of the Silicon Valley. The population doubles during the daytime as the community is home to Stanford University as well as approximately 100,000 jobs.

Palo Alto is the only city in California to own and operate all essential utility services, including electric, gas, water, wastewater, fiber, and storm drain. All utilities are operated by the Utilities Department, except for storm drain which is operated by the Public Works Department. The water, gas, and wastewater (WGW) section of the Utilities Engineering Department is seeking a dynamic and innovative person to manage the water, gas, or wastewater engineering group. Under general direction of the Engineering Manager, the Senior Engineer plans, organizes, and directs professional and technical engineering work in support of the infrastructure projects; performs a variety of technical tasks relative to assigned area of responsibility; and performs other related work as required.

The Position

This Senior Engineer will lead a group of 3 to 4 engineering and/or technical staff and work closely with other engineering groups and Utilities Operations. The Senior Engineer's responsibilities include but not limited to: prioritizing and assigning work; overseeing and managing design and construction management of capital improvement projects; performing complex engineering analysis and taking appropriate measures to ensure the safety and reliability of City's distribution and collection systems; supporting other Utility Engineering groups and Operations; developing less-experienced staff; conducting performance evaluations; planning/recommending/monitoring budget for the assigned utility; updating utility standard specifications and details for the assigned utility; etc.

First review of applications will take place on Monday, January 25, 2021 so make sure you get your application in as soon as you can.

Ideal Candidate

The ideal candidate should possess sound engineering fundamentals including: scientific,

analytical, problem-solving, and leadership skills. The candidate should be detail-oriented, organized, and be able to communicate effectively. The candidate should have utility knowledge, design experience, and strong project management skills with water, gas, or wastewater capital improvement projects.

The City offers a range of benefits including a retirement plan so make sure to visit our benefits portal [here](#).

ESSENTIAL DUTIES:

Essential and other important responsibilities and duties may include, but are not limited to, the following:

- Supervises staff to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff are trained; and making hiring, termination and disciplinary recommendations.
- Performs project management for major water, gas and wastewater systems projects, including scope of work, budget, contract and code compliance, utility and construction safety, staffing, and public relations.
- Manages complex engineering design and construction projects on time, within budget, and with minimal disruption to surrounding uses.
- Performs project management and oversees technical design for projects, including scope of work, budget, contract and code compliance, utility and construction safety, staffing, and public relations.
- Serves as a liaison with employees and external organizations; represents the City at a variety of meetings, public events, training sessions, on committees, and/or other related events.
- Ensures compliance with applicable Federal, State, and local laws, rules, regulations, and policies.
- Prepares, reviews, interprets, and analyzes a variety of information, data, and reports; and makes recommendations and presentations based on findings.
- Oversees and performs advanced design engineering activities for water, gas, wastewater, cathodic protection, regulation and control station projects which includes identifying, ensuring, and making technical, cost, safety, reliability, functionality, code compliance, and feasibility decisions.
- Coordinates the design and installation of water, gas, wastewater utility services with customers.
- Analyzes direct costs, overhead and future costs of new services and additional load to water, gas and wastewater systems to develop connection and capacity fees to fully recover cost of new service connections.
- Creates, reviews, analyzes, and modifies water, gas, wastewater operation and maintenance manuals, engineering, equipment, and materials specifications and standards including work methods and reporting requirements.
- Manages and directs the work of utility contractors to ensure compliance with applicable utility project specifications and other regulatory requirements. Monitors contractors' compliance with their safety program on projects.

To review the full job description, go [here](#)

MINIMUM QUALIFICATIONS:

Sufficient education, training and/or work experience to demonstrate possession of the following knowledge and skills, which would typically be acquired through:

- BA/BS in a related field and six years of directly related experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing Requirements:

Based upon area of assignment, some positions may require:

- Valid California Driver's License.

All positions require:

- Registration as a Professional Engineer in the State of California.

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MISSION: The Government of the City of Palo Alto exists to promote and sustain a superior quality of life in Palo Alto. In partnership with the community, our goal is to deliver cost-effective services in a personal, responsive and innovative manner.

Application Deadline: Qualified applicants are encouraged to apply promptly: The City of Palo Alto reserves the right to close any recruitment without notice. Positions without a closing date may close at any time. Other recruitments may be limited to a specific number of applicants. Please read job announcements thoroughly for important information.

Selection Process: Application screening will be part of the selection process. Based on application screening, those candidates with the most relevant qualifications will be invited to an oral interview, which may include a written exam and/or practical exam.

Accommodation: Persons with disabilities who require special accommodations may contact the Human Resources Department at 650 329-2376.

Resumes: are welcome as attachments; however they are not accepted in lieu of a complete City application.

The City of Palo Alto is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, color, sex, gender, age, national origin or disability.

To Apply visit our website at www.cityofpaloalto.org

Position #202000195
UTILITIES SENIOR ENGINEER
EG

Utilities Senior Engineer Supplemental Questionnaire

- * 1. Do you have a minimum of a Bachelor's Degree in Engineering AND six years of engineering experience in water, gas or wastewater?
 Yes No
- * 2. Are you a registered Professional Engineer?
 Yes No
- * 3. Briefly describe how you approach managing multiple projects while also managing staff. What technique have you found to be successful?

* Required Question

