

# ASSOCIATE ENGINEER

## SALARY

\$4,888.00 to \$6,236.53 per month  
40 hours per week

The purpose of this recruitment is to establish an eligibility list.

## DEFINITION

Under general direction, perform responsible and difficult engineering work relating to the design, investigation, and construction of public works and facilities; perform statutory duties of the Town Engineer in the Director's absence; and perform related work as required.

## TYPICAL DUTIES

Prepare plans and specifications for the construction of street, storm drain, and transportation facilities; research project design requirements; perform complex calculations and prepare estimates of time and material costs; assign routine investigation, design and drafting tasks to technical subordinates; research publications and industry information sources; develop revised design and construction standards for public works structures as required; prepare and revise plans and specifications for traffic related projects; prepare special studies and reports and coordinate traffic and transportation major projects; investigate field problems affecting property owners,

contractors, and maintenance operations; prepare estimates and feasibility reports; coordinate and participate in the review and processing of plans for private, developments affecting streets, drains and related public works facilities and ensure that they comply with Town regulations and policies; coordinate public works activities with other Town departments, divisions, and other agencies; supervise, train and evaluate technical subordinates. Represent the department before community organizations and present staff reports to Town council.

## REQUIRED QUALIFICATIONS

Knowledge of: Principles and practices of engineering, public works and administration as applied to the design and construction of public works facilities and technical inspection services; methods, materials and techniques employed in public works construction; computer skills in operations of large data bases, computer aided design and spreadsheets; recent developments, current literature and sources of information regarding engineering, policies and procedures similar to those utilized by municipal public works administration.

Ability to: Make complex engineering computations and to check, design and supervise the preparation of engineering plans and studies; communicate clearly and concisely, both orally and in writing; use and maintain engineering and drafting instruments and equipment; perform work with a minimum of supervision; supervise,

train, and evaluate the performance of subordinate personnel.

Experience: Three years of increasingly responsible engineering experience.

Education: A bachelor's degree from an accredited college or university with major course work in civil engineering.

Certification: Possession of a certificate of registration as a Professional Civil Engineer in the State of California or the ability to obtain the certificate within twelve months of hire date.

License: Valid Class C California driver's license in conformance with established Town employee driving standards.

## APPLICATION PROCEDURES

Interested persons who meet the minimum qualifications are encouraged to submit a completed Town of Paradise Application for Employment in a sealed envelope to the following address: Town of Paradise Human Resources Manager, ATTN: **Associate Engineer** 5555 Skyway, Paradise, CA 95969 Telephone: (530) 872-6291.

◆ Current (within 30 days) DMV printout must be submitted with application.

## FINAL FILING DATE

5:00 p.m. on Monday, January 14, 2008. Postmarks will not be accepted as proof of filing date. We cannot accept faxed applications.

## **SELECTION PROCEDURE**

Following a review of the applications, candidates who meet qualifications will be invited to participate in an oral board testing process. The successful candidate will be required to pass an extensive background check, consisting of credit and fingerprint check; pre-employment physical examination at the Town's expense, and final background review prior to appointment.

## **BENEFITS**

Benefits provided by the Town of Paradise pursuant to the Unit MOU for this position at the time of appointment will apply. Benefits currently provided for this position are as set forth below:

- ◆ PERS retirement plan (2%@55)
- ◆ Sick Leave 96 hrs/yr.
- ◆ Vacation Leave 80 hrs/yr.
- ◆ Holidays 12 days/yr.
- ◆ Admin. Leave 88 hrs/yr
- ◆ Medical Plan PERS Medical Plan  
Ameritas - Dental  
Plan  
Superior Vision Plan  
(Some employee costs do apply)
- ◆ Long/Short Term 2/3 of base salary  
Disability Plan
- ◆ Life & AD&D Ins. \$100,000
- ◆ Probationary period 6 months

The information contained in this announcement is general in nature and does not constitute an expressed or implied contract. Employee benefits may vary with different employee bargaining units.

## **About the Town of Paradise**

The Town of Paradise, incorporated in 1979, is a beautiful community with a population of nearly 27,000 and another 20,000 people living in the adjacent unincorporated area. It is located 97 miles north of Sacramento and 12 miles northeast of Chico and situated in the western foothills of the Sierra Nevada Mountains.

Paradise offer its residents a rare combination of advantages. With its great natural beauty and charm, it offers excellent home sites, a wide choice of recreational pursuits, cultural activities, facilities for shopping and personal services.

Recreational pursuits are plentiful as this beautiful countryside offers activities for the hiker, fisherman, hunter, horseman and golfer. Lake Oroville is within ten minutes of Paradise for water sports, house boating and fishing.

Paradise offers a delightful climate that is superior to that of much of the rest of Northern California. We boast four distinct seasons. Its 18 square miles range in altitude of 1,200 feet to 2,400 feet. This altitude keeps it cooler in the summer with less winter fog than is found on the valley floor below. Our winters offer an occasional light and beautiful snowfall which enhances Paradise's natural beauty.

Paradise has an excellent school system and we are in close proximity to CSU Chico and Butte Community College.

*The Town of Paradise is an Equal  
Opportunity Employer*

# **TOWN OF PARADISE**



**INVITES  
APPLICATIONS FOR**

**Associate Engineer**

**Closing Date: 1/14/08**