

**SACRAMENTO REGIONAL TRANSIT DISTRICT
invites applications for the position of:**



Assistant Resident Engineer/Resident Engineer

SALARY:	\$76,368.00 - \$134,124.00 Annually
DEPARTMENT:	Engineering & Construction
OPENING DATE:	07/22/21
CLOSING DATE:	Continuous
RECRUITMENT TYPE:	Internal/External
DESCRIPTION:	

THIS POSITION WILL REMAIN OPEN UNTIL FILLED. APPLICATIONS ARE REVIEWED AS RECEIVED, AND INTERVIEWS WILL BE SCHEDULED FOR MOST QUALIFIED CANDIDATES, AS APPLICATIONS ARE REVIEWED.

Assistant Resident Engineer - \$76,368.00 - \$106,920.00 Annually

This purpose of this position is to serve as an assistant to the Resident Engineer on the construction phase of capitol improvement projects.

Resident Engineer - \$95,820.00 - \$134,124.00 Annually

The purpose of this position is to manage and oversee construction administration and management activities of the District's construction projects.

EXAMPLES OF DUTIES:

Assistant Resident Engineer

- Assists with administering construction contracts by monitoring/inspecting contractor's work for compliance with plans, specifications, and schedules, monitoring and coordinating the collection of material samples for testing.
- Assists with construction management activities by participating in and conducting planning, preconstruction, coordination, progress, scheduling, and field staff meetings, preparing project documentation.
- Assists in the approval of contractor payments by verifying, reviewing, and preparing quantity and progress estimates and payment forms for payments.
- Assists in negotiating and preparing documentation for change order or claims by reviewing and evaluating change order request or claims, preparing engineer's estimate for change order.

- Monitors and coordinates safety and quality control on projects by ensuring project is constructed in accordance with applicable safety regulations, reporting safety, traffic hazards and defective work to the contractor for correction.

Resident Engineer

- Monitors construction project progress by reviewing and approving payments, costs/cost forecasts, budgets and schedules, monitoring and mitigating issues with staff, analyzing budget status reports, and updating staff regarding the current schedule.
- Reviews contract requirements and changes by negotiating change orders and cost/time impacts, enforcing contract requirements, interpreting specifications/drawings, directing staff on change issues.
- Provides supervisory responsibilities by interviewing, hiring, and motivating staff to perform assigned tasks, forecasting and planning expected workload and staffing needs, assigning projects/ tasks, and training staff as necessary.
- Coordinates construction activities by ensuring compliance with federal, state and local jurisdictions and utilities, representing the District at various meetings and before the Board of Directors, and meeting with local citizen groups and other agencies to discuss construction issues/concerns.

MINIMUM QUALIFICATIONS:

Assistant Resident Engineer/Resident Engineer

A combination of education and/or experience that provides the required knowledge, skills and abilities to perform the essential functions of the position. SacRT reserves the right to determine the equivalences of education and experience.

Formal Education: Bachelor's degree or equivalent in Engineering, Construction Management or a closely related field.

Experience for Assistant Resident Engineer: A minimum of three (3) years of experience in construction management, administration, inspection, and cost estimating.

Experience for Resident Engineer: A minimum of five (5) years of experience in Engineering, including two (2) years of supervisory experience.

Proof of required education beyond high school, such as college transcripts, diplomas, and/or certificates must be submitted at the time of application.

FILING INSTRUCTIONS/SUPPLEMENTAL INFORMATION:

The minimum qualifications as stated on this job announcement represent only the basic requirements of the position. Meeting the minimum qualifications does not guarantee that a candidate will be invited to participate in other examination segments of the selection process. An employment application is required for this position. Applications, job announcements, and copies of the complete job description are available at our website at www.sacrt.com.

Completed employment application and proof of education must be submitted online. This position will remain open until filled. Applications are reviewed as received, and interviews will be scheduled for most qualified candidates as applications are reviewed. SacRT will not process incomplete applications. Resumes are not accepted in lieu of an application, but may be included with the application. For more information on benefits, a summary sheet is available from the Human Resources Department. The Human Resources Department will make reasonable efforts in the recruitment process to accommodate candidates with disabilities. For more information, contact the Human Resources Department at (916) 556-0298.

SacRT has a stand alone pension plan which is not part of, nor does it have reciprocity with CalPERS.

SacRT is an Equal Opportunity and Affirmative Action EOE/AA Employer - Minorities/Women/Disabled/Veterans.

This position falls under the Operating Engineer Local Union no. 3 Group (OE3).

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.sacrt.com/Career/>

2810 O Street
Sacramento, CA 95816
(916) 556-0298

Position #2021-004500IE
ASSISTANT RESIDENT ENGINEER/RESIDENT
ENGINEER
CW

Assistant Resident Engineer/Resident Engineer Supplemental Questionnaire

- * 1. Please indicate which position you are applying for:
 - ☐ Assistant Resident Engineer
 - ☐ Resident Engineer
 - ☐ Both
- * 2. Describe, in detail, your experience in engineering, construction management, administration, Inspection, cost estimating. In your response, include the employer and number of years/months you performed these functions
- * 3. Describe the types of construction projects you have monitored, coordinated and/or managed through completion that relate to this position. In your response, for each project include the type of project (rail, transit, transportation, public works, etc.), your role on the project, length of contract and dollar amount.
- * 4. Describe your supervisory experience. In your response, detail your supervisory responsibilities, the number of employees you supervised, their job titles and the number of years/months you performed this function.

* Required Question