

County of Santa Cruz

INVITES YOU TO APPLY FOR



Engineering Technician III

Open and Promotional

Job # 25-EC5-01

Supplemental Questionnaire Required

Salary: \$6,718– 8,502 / Month

Closing Date: Friday, May 23, 2025

County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion. Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

THE JOB: Under general supervision, to perform a variety of moderate to complex office and field technical engineering tasks related to drafting, construction plan review, surveying, inspecting, office research and assisting the public; and to perform other duties as required. Engineering Technician III is the advanced working level in the series. Incumbents perform moderate to complex technical engineering tasks, such as soils and materials testing, encroachment inspections, and serve as lead worker or supervisor, or serve as chief of a field survey crew.

The current vacancy is in the **Construction Management Division (CMD)** of the Department of Community Development & Infrastructure, Public Works division.

Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060

Apply online at: www.santacruzcountyjobs.com

EQUAL OPPORTUNITY EMPLOYER



This position will be responsible for the oversight of public projects generated by Public Works, including roadway infrastructure (bridges, roads, culverts, signal systems, pedestrian/bicycle facilities), sanitation systems (gravity and force main sewer lines, pump stations, wastewater treatment plants), flood control (levee and drainage systems), and solid waste (landfill and transfer stations). CMD is also responsible for the oversight of private development, including Minor Land Division (MLD) and Subdivision improvements, stormwater systems for Commercial Drainage projects and Building Permits. Work assignments subject to public & private project's schedules and workload.

The list established from this recruitment will be used to fill current and future vacancies for full-time, part-time, substitute, and extra-help temporary positions during the life of the eligible list.

THE REQUIREMENTS: Any combination of education and experience that would provide the required knowledge and abilities is qualifying unless otherwise specified. A typical way to obtain these knowledge and abilities would be:

Three years of journey-level technical engineering experience. College-level coursework in engineering, computer-aided drafting or mathematics (algebra, geometry, or trigonometry) may be substituted for up to six months of the required experience on the basis of one semester or quarter-length course for two months of experience. A bachelor's degree in engineering, mathematics, geology, physics, chemistry, computer science, or a closely related field may be substituted for one year of the required experience.

SPECIAL REQUIREMENTS, CONDITIONS:

Special Requirements: Possession of a valid California class C driver's license is required for some positions.

Special Working Conditions: Exposure to: Variable temperatures and weather conditions; slippery surfaces, such as wet trenches; heights, such as at the edge of a trench; cramped work spaces; high levels of noise; dust and silica dust; allergens, such as poison oak and stinging insects; strong, unpleasant odors; electrical hazards; potentially hostile or violent individuals; the possibility of experiencing bodily injury and contact with toxic substances, chemical irritants, and ionizing and non-ionizing radiation; and, for some assigned tasks, possible exposure to needles or blood which could possibly result in chronic disease or death.

Knowledge: Thorough knowledge of survey procedures, techniques, and equipment (some positions). Working knowledge of the principles and practices of algebra, geometry, trigonometry, general science and scales of weights and measurements as applied to engineering computations and construction; survey procedures, techniques, and equipment; the physical properties of construction materials; the principles and techniques of drafting; the principles and techniques of testing construction materials and soils; the principles and techniques used in the inspection and construction of public works projects; the principles and practices used in the construction and repair of roads, drainage and sewer facilities, and other public works projects; and computer-assisted applications used to produce automated recordkeeping reports, service charge schedules, and computer-aided design in some positions and contract administration in some positions. Some knowledge of the principles and practices of supervision and training.

Ability to: Read and interpret blueprints, maps, change orders, improvement plans and construction specifications; use and adjust precision surveying equipment; perform drafting work and assist in the preparation of designs, plans, and reports; make accurate engineering calculations; collect and analyze field data and prepare accurate and detailed reports and records; establish and maintain effective working relationships with others; drive vehicles, such as pickup trucks and vans (some positions); learn to input, access, and analyze data using a computer terminal; stand or walk for up to eight hours per day; kneel for up to four hours per day (some positions); perform tasks requiring strength, such as carrying bags of aggregate, removing underground access covers, climbing into and out of trenches, lifting equipment up to 40 pounds out of trenches, and lifting maps from map files; lift items weighing up to 40 pounds, such as buckets of soil and soil gauges (nuclear gauges); some positions require lifting up to 47 pounds, such as two employees moving a 94 pound concrete survey monument; distinguish various sounds, such as the voices of co-workers in noisy environments, the sounds of operating equipment and oncoming traffic, and radio communications at construction sites; smell odors in order to detect natural gas leaks; identify objects in the distance, such as co-workers' hand signals, construction stakes, and oncoming traffic; distinguish colors, such as color-coded underground service alert markings and colored ribbon on construction stakes; put on, wear, and use a respirator and other required safety gear (some positions); inspect construction projects and enforce compliance with plans, specifications, and laws; meet and consult with engineers, contractors, and others on difficult construction matters; make field engineering estimates, collect samples, measure or test quantities and materials and make complex calculations; prepare and compile complex written technical reports; use computer equipment, including reference materials and operating manuals, to manipulate databases, update files, and produce reports or designs (some positions); and plan, organize and supervise the work of subordinates.

THE EXAMINATION: Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.



Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require Fingerprinting and/or Background Investigation.

EMPLOYEE BENEFITS:

ANNUAL LEAVE – 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.

HOLIDAYS – 14 paid holidays per year.

BEREAVEMENT LEAVE – 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN – The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN – County pays for employee and eligible dependent coverage.

VISION PLAN – County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT – Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

LIFE INSURANCE – County paid \$20,000 term policy. Employee may purchase additional life insurance.

DISABILITY INSURANCE – Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

DEPENDENT-CARE PLAN – Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

H-CARE PLAN – Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFA) – Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION – A deferred compensation plan is available to employees.

Engineering Technician III – SUPPLEMENTAL QUESTIONNAIRE

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your response **must** also be included in the Employment History section of the application.

Answer the questions below as completely and thoroughly as possible, as your answers may be used to assess your qualifications for movement to the next step in the recruitment process.

1. Describe your experience with construction and office management including reading design plans and record keeping.
2. Describe your training, education, and/or experience working with Excel, Word, and BlueBeam. Include details of how you used these types of software.
3. Describe your training, education, and/or experience reviewing or researching codes and regulations (building, labor compliance, public contracting, etc.).
4. Describe any construction field experience, including measurements, record keeping, inspection of work, material testing, etc.

Note: Provisions of this bulletin do not constitute an expressed or implied contract.

County of Santa Cruz

www.santacruzcountyjobs.com

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