



A unique opportunity in Tigard, Oregon

City Engineer

\$6,995–9,374 Monthly Salary

Excellent Benefits Package

Open Until Filled



City of Tigard



The Position

This is a highly skilled position, which requires the ability to develop, assess, recommend and implement engineering principles as necessary for municipal operations. Successful candidates must be able to execute a wide spectrum of city engineering projects using professional engineering methods and procedures. The City Engineer will oversee all capital projects, right of way acquisitions, subdivision processes including inspection, and all engineering services among city departments.

The City Engineer will actively participate in the city's strategic plan, vision and goals. Part of this will include ensuring public outreach is effective and timely. The City Engineer will ensure stakeholder involvement, and that business partners, contractors, the general public, City Council and staff are engaged where appropriate and are provided with timely information in order to manage expectations and maximize partnership involvement.

The City Engineer serves as one of two assistant directors. Working together with the Assistant Public Works Director over operations, both report to the Public Works Director to create a strong leadership team focused on development and improvement of city infrastructure.

ESSENTIAL FUNCTIONS

(Examples shown below, but not limited to the following)

- Monitor and evaluate the efficiency and effectiveness of service delivery; assess and monitor workloads, and internal reporting relationships; identify opportunities for improvement and make determinations regarding hiring, transfer, promotion, discipline, or other management related duties.
- Lead a team of professionals from around the city, to do infrastructure master planning, including budget development and resource allocation for CIP, infrastructure operations and maintenance in support of the strategic vision, council goals, city programs and proposed developments.
- Prepare and implement master planning for public works systems and improvements including water supply, sanitary sewer conveyance, storm drainage and the transportation system.
- Develop new standards through participation of staff and stakeholders, and implement those standards including but not limited to standard construction specifications, design standards and standard drawings.

ESSENTIAL FUNCTIONS *continued*

- Represent the city at various regional boards and committees, providing strong regional leadership and effectively accessing regional funds for local CIP projects.
- Provide engineering expertise, direction and technical evaluation for publicly funded capital projects and privately funded private development.
- Actively participate in bidding, competency of contractors and vendors, and the selection criteria for public contracts, and oversee project management for the construction of municipal projects to ensure contractor compliance with project parameters.
- Maintain regular contact with consulting engineers, project engineers; city, county, state and federal agencies; professional groups and the public regarding division activities and services; and coordinates activities related to development of land and utilities for optimum results.

Tigard's Vision & Values

The city has embarked on a strategic planning effort with a vision to make Tigard *“The most walkable community in the Pacific Northwest where people of all ages and abilities enjoy healthy and interconnected lives.”* This vision provides Tigard with focus and direction and involves the commitment of all city departments and staff.

Tigard's core values are: *“Respect and Care, Do the Right Thing and Get it Done.”* These values provide guidance in the daily operations and decisions of the city.

THE ENGINEERING DIVISION

Under the direction and leadership of the City Engineer, the Engineering Division's primary responsibility is to deliver the city's Capital Improvement Plan (CIP), in addition to private development review, transportation management and erosion control:

- Professional services related to the design, project management and construction inspection for publicly funded capital improvement projects.
- Professional engineering support to City Council, Planning Commission, and other city committees and staff as required.
- Development review services related to public infrastructure constructed in conjunction with privately financed residential, commercial and industrial development.
- Transportation and traffic management services, including data collection and traffic control recommendations.
- Infrastructure “record drawing” management for the city's geographic information system (GIS).

The Engineering Division is composed of 14 employees with a fiscal year 2014–2015 budget of \$2.2 million. The CIP budget for the corresponding fiscal year is \$92 million across all capital funds. The majority of this budget is earmarked for the construction of projects to develop a new water source in partnership with the City of Lake Oswego. Over the next five years, the total estimated cost of the CIP is \$214 million.



Our Community

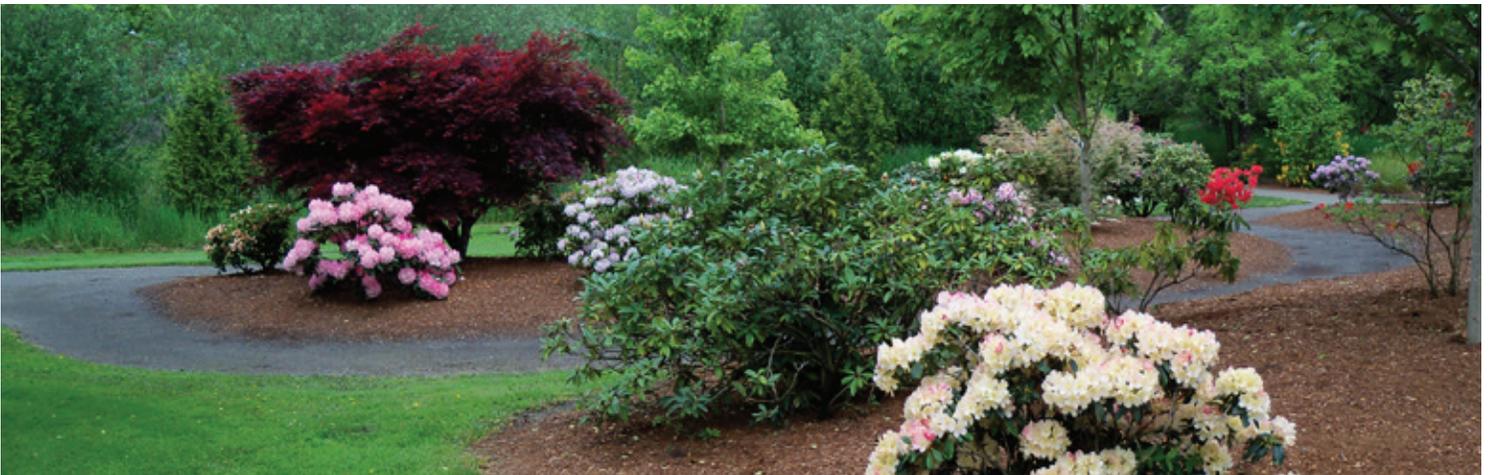
The City of Tigard blends the amenities of a modern city with the friendliness and community spirit of a small town. Located a few miles southwest of Portland, Tigard is the 12th largest city in Oregon with a population of 50,444.

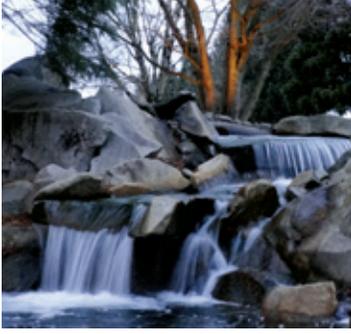
While primarily a residential community, nearly one-third of Tigard's land area is zoned for commercial, industrial and mixed use purposes. Tigard residents enjoy excellent schools, a state-of-the art library and more than 450 acres of parks, greenways, trails and natural areas.

Three major thoroughfares converge in Tigard: Interstate 5, Pacific Highway/99W and Highway 217. In addition to public transit, these major

transportation routes provide easy access to the Portland metropolitan area and contribute to steady growth. Since incorporating in 1961, Tigard has developed a strong tax base and a diverse mix of commercial, retail and industrial businesses. The city's tax rate is among the lowest in the metropolitan area, and Tigard has the highest retail sales per capita in Oregon.

The City of Tigard is governed by a city charter and a five-member City Council that includes an elected mayor and four city councilors, with the city manager serving as the executive officer. The City of Tigard has 267 employees with a projected fiscal year 2014–2015 budget of \$175 million (all funds), including a \$55-million operating budget.





The Ideal Candidate

The ideal candidate will have strong financial expertise and accountability; outstanding written and verbal communication skills, including public speaking; the ability to forge relationships and partnerships with stakeholders and staff; leadership skills that demonstrate integrity, credibility and commitment to inclusiveness and collaboration; strategic thinking and problem solving; an openness to try new approaches; municipal government experience; and a commitment to customer service.

REQUIREMENTS

Equivalent to graduation from an accredited four-year school with major coursework in civil engineering or a related field and five years of increasingly responsible experience in professional engineering design, plan review, and project administration, including at least two years of supervisory experience. Candidates must also possess a professional civil or environmental engineer license (PE) for Oregon (out-of-state candidates must have the ability to obtain one within one year) and a valid driver's license with a satisfactory driving record.

COMPENSATION AND BENEFITS

The salary for the position is negotiable within the established range of \$6,995–9,374 per month. The starting salary is dependent on the qualifications of the selected candidate. The City of Tigard provides a competitive benefits package including: medical, dental, and vision insurance; life, long-term disability and AD&D insurance; paid holidays and paid time off (PTO); 401(a) retirement plan; Voluntary Employee Beneficiary Account (VEBA); and 457 deferred compensation plan.

To Apply

Applicants must submit a cover letter, completed application, resume (optional) and a professional work sample (work sample should demonstrate communication regarding a significant project shift or the framing of a policy decision directed to a governing body). Open until filled. Materials may be submitted:

- Online at www.tigard-or.gov/city_hall/departments/hr/jobops.asp
- Fax to 503-639-6795 or mail to City of Tigard, Human Resources, 13125 SW Hall Blvd., Tigard, OR 97223

The City of Tigard is an equal opportunity employer and encourages qualified women, minorities and veterans to apply. Interested candidates may direct questions to Human Resources Director Dana Bennett at 503-718-2453 or danab@tigard-or.gov.