

December 3, 2018

TITLE: Engineer III (Third Party)
EMPLOYMENT TYPE: Exempt
DIVISION: Engineering and Maintenance
APPLICATION DEADLINE: Friday, January 4, 2019
PAY RANGE: \$1,914 - \$2,871 per week (\$99,511 to \$149,267 estimated annual)
WORK LOCATION: 1250 San Carlos Avenue, San Carlos, California
WORK SCHEDULE: Full Time

Job Summary: The Engineer III (Third-Party) reports to the Manager, Engineering - Structures, Facilities and Stations, and is responsible for providing project management and engineering support, coordinating construction and encroachment activities with federal, state, local public works agencies, regulators, contractors and third parties for the Peninsula Corridor Joint Powers Board (Caltrain).

Examples of Essential Functions:

- Ensure all required right of entry and other agreements are in place prior to access to Caltrain property by third-parties.
- Ensure third-party designs that impact our Right of Way (ROW) are in compliance with all Caltrain engineering design criteria and specifications.
- Ensure all third-party personnel undergo Caltrain safety training before being allowed entry onto the Caltrain right of way.
- Coordinate with other agencies such as: California Public Utilities Commission, the Federal Railroad Administration, Union Pacific Railroad and other interested parties pertaining to third-party project issues.
- Provide engineering support to Capital Projects, Construction Management and other Caltrain departments as assigned.

Examples of Duties:

- Review project design documents, including plans, specifications and calculations.
- Conduct project meetings and field meetings with third-parties stakeholders.
- Perform site inspections relating to third-party projects, which may include nighttime and weekend work.
- Conduct design reviews by appropriate subject matter experts in the Engineering and Maintenance Department to ensure third-party designs are in compliance with all Caltrain standards.
- Prepare service agreements and develop cost estimate for engineering support and track protection. Provide budget updates as needed.
- Oversee and facilitate third party ROW access approval process and assist in developing work plans and contract documents on third-party projects.
- Collaborate with Rail Operations, Capital Projects, Real Estate, Safety, Construction Management and other Caltrain departments to achieve department goals.
- Perform all job duties and responsibilities in a safe manner to protect one's self, fellow employees, and the public from injury or harm. Promote safety awareness and follow safety procedures in an effort to reduce or eliminate accidents.
- Perform other duties as assigned.

Supervision: Works under the general supervision of the Manager, Engineering - Structures, Facilities and Stations, who establishes goals and objectives, monitors and evaluates performance.

Minimum Qualifications: Sufficient education, training and experience to demonstrate the knowledge and ability to successfully perform the essential functions of the position. Development of the required knowledge and abilities is typically obtained through but not limited to:

- Bachelor's degree in civil engineering, structural engineering, or related field.
- Five years of managing engineering projects experience including railroad, utility, or public works.

Other Requirements:

- Possession of a current California Professional Engineer's License is desirable.
- Possession of an Engineering License or Engineering-In-Training Certification is desirable.
- Must possess effective written and verbal communication and presentation skills.
- Must possess a California driver's license with a safe driving record.

Selection Process May Include:

Applications will be screened for completeness and minimum qualifications

Written and/or skills assessment examination

Finalists will be interviewed by a screening and selection panel

Background investigation

Current Employment Benefits at SamTrans:

Holidays: Seven paid holidays, plus up to five floating holidays per year

Time Off: Paid Time Off: 26 days per year

Cafeteria Plans: Medical, dental, vision care, group life insurance, and more

Transportation: Free bus transportation for employees and qualified dependents

Retirement: Social Security and Public Employees Retirement Systems (CalPERS)

- Classic Members – 2% @ 60 benefit formula, 3 year average of highest compensation
- New Members – 2% @ 62 benefit formula, 3 year average of highest compensation

How to Apply:

Although we encourage applicants to apply online, we are still accepting paper applications.

- Apply online or complete a SamTrans Employment Application per instructions printed on the application.
- When completing the online application, please follow instructions on the Prospective Employee Reference Guide found at www.smctd.com/jobs.html. When completing the paper application, please specify the position for which the application is being submitted.
- Incomplete or improperly completed online or paper applications may be rejected even if you are qualified for the position for which you are applying. It is your responsibility to ensure that the online or paper application reflects the work experience and education needed to meet the requirements for the position(s) for which you are applying.
- Your completed application package must be received by the District's Human Resources Department by the specified deadline to receive consideration. Paper applications must be received by the Human Resources Department by 4:30 pm on the application deadline date. Online applications must be submitted prior to midnight on the application deadline date.

The Human Resources Department will make reasonable efforts in the recruitment/examination process to accommodate applicants with disabilities upon request.

If you have a need for an accommodation, please call (650)508-6308.

SamTrans is an Equal Opportunity Employer Minorities/Women/Persons with Disabilities/Veterans