



City of Spokane Valley  
**Employment Opportunity**  
Position: **Capital Improvement Program (CIP) Senior Engineer**

**ABOUT THE CITY:** Spokane Valley is a city with a population of approximately 110,000 located on the eastern border of Washington State in the heart of the Inland Northwest. We pride ourselves on quality neighborhoods and schools, along with strong business and retail centers. Friendly people, natural surroundings and beautiful weather are part of what makes our community a favorite destination. Spokane Valley is developing a high-performing organization and employs the use of best practices. We are a workforce based upon loyalty, accountability, and professionalism. We place a high value on customer service, and take a team-oriented, collaborative approach to the way we do business. If working for a fast-paced, evolving organization appeals to you, and you desire a work environment that is intellectually stimulating, respectful and rewarding, we urge you to complete an application.

**ABOUT THE POSITION:** Spokane Valley is seeking a highly qualified and enthusiastic employee to serve our City as a regular, full-time **Senior Engineer for the City's Capital Improvement Program (CIP)** in our Engineering Division. This position is responsible for planning, design and construction of a wide variety of municipal projects. The ideal candidate will serve as the project manager for assigned Capital Improvement Projects and have exceptional technical skills and a strong desire to provide superior service to both internal and external customers.

**SELECTED EXAMPLES OF DUTIES:** Serves as a Project Manager on various municipal projects with an opportunity to manage the City's Bridge Program. Oversees all aspects of capital projects including the design, right-of-way and construction phases, including developing requests for proposals; negotiating and administering contracts; managing consultants, developing construction plans and specifications; determining required acquisitions; ensuring contractor compliance with time and budget and ensuring project compliance with grant funding requirements. Investigates and resolves citizen complaints related to assigned capital improvement projects and conducts public meetings. The role may include bridge asset management and inspection duties. **DESIRED MINIMUM QUALIFICATIONS:** Education and Experience: Graduation from a four-year college or university with a degree in civil engineering or a closely related field; and minimum of five (5) years previous professional civil engineering experience including at least three years managing Capital Improvement Projects. Experience managing federally funded projects is strongly desired. Bridge experience and certification desired. An equivalent combination of education/experience may be considered.

**Necessary Knowledge, Skills and Abilities:** Thorough knowledge of civil engineering principles, practices and methods as applicable to a municipal setting; thorough knowledge of applicable City policies, laws, and regulations affecting Division activities. Experience overseeing projects that involve regional and federal grant funding as it relates to schedules, budgets, funding agency approval processes including but not limited to right-of-way and construction documentation. Strong project management skills and the ability to oversee and manage multiple projects simultaneously, be sensitive to deadlines and changing priorities, develop project cost estimates, work within the constraints of the budget, and monitor contracts. Ideal candidate must be detail oriented, self-motivated, passionate, and be willing to work in a fast-paced environment.

Ability to communicate effectively, orally and in writing, with employees, consultants, other governmental agency representatives, City officials and the general public; ability to conduct necessary engineering research and compile comprehensive reports.

**SPECIAL REQUIREMENTS:** Must possess a valid State driver's license or have the ability to obtain one prior to employment. Must possess a registration as a Professional Engineer (PE) in the State of Washington or reciprocal certification. May require bridge certification within one year of employment. Successful completion of a background check, including a criminal check, is a requirement of employment at Spokane Valley.

**SALARY:** Full salary range is \$8,513.56 - \$12,888.38 per month (Grade 18). Hiring salary DOQ and includes an excellent benefit package. This is a represented, FLSA exempt position, in the Engineering Division.

**BENEFITS:** Health benefits are provided through the Association of Washington Cities Employee Benefit Trust. The City currently provides medical, dental, life, long term disability, vision, health reimbursement account contributions and Employee Assistance benefits. Holiday, vacation, and other paid leave are provided. The required retirement system of the City is Washington Public Employee's Retirement System (PERS) which requires an employee contribution. The City does not participate in Social Security. However, the City has adopted a MissionSquare(A) Social Security substitute plan with the same contribution rates as FICA.

**TO APPLY** Interested and qualified persons are invited to submit a complete City application, résumé, cover letter and list of five (5) work-related references (name and phone number) via our Online Application System at [www.spokanevalleywa.gov](http://www.spokanevalleywa.gov).  
**APPLICATION DEADLINE:** Apply Immediately. Recruitment open until filled.

*The City of Spokane Valley has a policy of limiting tobacco use in the workplace. We are an Equal Opportunity Employer*

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