

San Joaquin County Public Works is recruiting for a



Deputy County Surveyor

Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
Stockton CA 95202
Phone: 209-468-3370



Recruitment Announcement
1218-RE3003-01

THE POSITION

The San Joaquin County Public Works Department is seeking a dynamic and highly experience candidate to join a progressive public service employer who provides diverse assignments and opportunities for professional growth.

The ideal candidate will have professional field and office experience and possess in-depth knowledge of and experience with California survey laws and local agency review of maps, legal descriptions and other survey-produced documents.

Well qualified candidates will possess strong leadership and interpersonal and communication skills, both written and oral, as this position requires supervision and mentoring of professional and sub-professional staff, as well as frequent interaction and communication with the general public, professional surveyors and staff from various County departments and outside agencies.

MINIMUM QUALIFICATIONS

Experience: Two years as a Licensed Land Surveyor

AND

Licenses and Certificate: Either (1) Possession of a valid certificate as a Licensed Land Surveyor as issued by the California State Board of Registration for Civil and Professional Engineers; **or** (2) possession of a valid certificate of registration as a civil engineer issued by the California State Board of Registration for Civil and Professional Engineers prior to 1982.

Possession of a valid California driver's license is required.

THE DEPARTMENT

The San Joaquin County Public Works Department employs approximately 400 employees who are responsible for the planning, design, construction, operation and maintenance of public roads, bridges, water, wastewater, flood control and solid waste systems of the County. This award winning Department strives to create a strategic outlook that leverages innovation in process and technology to provide quality service to the community to protect the health and welfare of the public and preserve the County's infrastructure investments.



A land of beauty, recreation and natural riches—from the waters of the Delta to the vines of the wine, San Joaquin County has it all.

San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun.

Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

ARTS, CULTURE, AND RECREATION

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports.

Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the County and beyond, held in downtown Stockton.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The County-owned and operated Mickle Grove Park offers a zoo, rides and an historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.



AGRICULTURE

The county is one of the most agriculturally rich regions in California and is the number one producer, statewide, of asparagus. Twenty-four thousand acres of county farmland is dedicated to production of this crop. In recent years, the leading crop in the county has been wine grapes, and wineries and vineyards have sprung up from Stockton to Lodi.



EDUCATION

From preschool to higher education, the County has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys College and Law School, National Unincorporated University and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The county's 17 school districts provide families with a wide choice for children's educational development.



Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Make San Joaquin County your new home. Housing ranges from new developments to historic homes found mostly in central Stockton and downtown Lodi.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.

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COMPENSATION PACKAGE

Monthly Salary: \$7,341 - \$8,923

In addition to the base salary, the County offers an excellent benefit plan which includes a county contribution to health, dental and vision insurance plans. Other benefits offered by the County include:

- ◆ 1937 Retirement Act plan with reciprocity with CALPERS
- ◆ 457 Deferred Compensation Plan, with 1% County match
- ◆ 125 Flex Benefits Plan
- ◆ 12 days sick leave annually with unlimited accumulation
- ◆ 10 days of vacation leave (15 days after 3 years, 20 days after 10 years and 23 days after 20 years)
- ◆ 14 holidays per year
- ◆ 10 days of administrative leave per year

For more information regarding the County's benefits please visit:

www.sjgov.org/departments/hr/benefits

APPLICATION AND SELECTION

A completed application package, which must include an employment application and supplemental questionnaire, is to be submitted to the Human Resources Division. Resumes will not be accepted in lieu of the required application materials.

Final Filing Date: January 11, 2019

Apply online: www.sjgov.org/departments/hr

Or submit application to:

San Joaquin County Human Resources
Attn: **Lisa Nebe**
44 N. San Joaquin Street, Suite 330,
Stockton, CA 95202
Tel: 209.468.3370
Fax: 209.468.0508

All applications will be reviewed for qualifications. Qualified applicants may be invited to participate in an oral examination interview, with top scoring candidates being referred to the Public Works Department for selection processes.

TYPICAL DUTIES

The Deputy County Surveyor is responsible for assisting in the administration of the County Surveyor's Office. This position will perform responsible, professional and supervisory work in the direction of the operations and functions of the Office. This position will function as a manager and will be responsible for planning, coordinating, directing and supervising the work of the Surveyor's Office.

Once this position is filled, the Department of Public Works will present and recommend to the Board of Supervisors that the incumbent be designated as the County Surveyor. Pending Board approval, the Deputy County Surveyor will be expected to fulfill the duties associated with this designation. **This assignment is typically provided special assignment pay in the amount of 5% of base salary.**

In addition, the incumbent will be required to:

- ◆ Assists in planning, directing, and administering the County Surveyor's Office.
- ◆ Assigns, trains, supervises, and evaluates staff and their work.
- ◆ Directs the processing of final and parcel maps and records of survey for filing with the County Recorder as required by the Subdivision Map Act, Land Surveyor's Act, and local ordinances.
- ◆ Directs the processing of various projects relative to special districts, city annexations, and other entities.
- ◆ Directs the processing of legal documents and necessary deeds relative to various projects, County properties and road rights of way.
- ◆ Meets with private engineers and land surveyors relative to research on subdivisions, surveys or relative to problems involving projects.
- ◆ Assists the general public with inquiries regarding property boundaries, properties and legal descriptions.
- ◆ Attends various board, committees, and other meetings.
- ◆ Assists in the preparation and administration of budget.
- ◆ Prepares and reviews reports.

For a complete Job Description, please go to www.sjgov.org/departments/hr

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SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. Please number your responses and address each question separately, limit one-page per question. When answering descriptions of your experience, please include the name of employer, dates of employment and your job title. These questions will be reviewed by the screening panel in evaluating your qualifications.

If you have no experience in any of the following, please type “none”.

1. Describe your professional experience in a supervisory, management, and/or administrative capacity. Include in your description the organization, its size, and your role and responsibilities.
2. Describe your experience with local agency review of maps, legal descriptions and other surveyor produced documents.
3. Describe your experience developing and administering budgets.
4. Describe your experience and involvement with land surveying associations and the local land surveying community.
5. If you possess a valid license as a Land Surveyor as issued by the California State Board of Professional Engineers and Land Surveyors, provide your Land Surveyor License number.

If you possess registration as a civil engineer issued by the California State Board of Professional Engineers and Land Surveyors prior to 1982, please provide your Civil Engineer registration number and the year initially issued.

