



Plan Check Engineer

\$6,167 - \$7,496 monthly

The Opportunity & Ideal Candidate:

The City of San Gabriel’s Community Development Department is looking for a Plan Check Engineer to join its Building & Safety Division. The ideal candidate will have extensive experience overseeing building permit applications for residential, commercial, and industrial construction, providing assistance over the counter to a variety of individuals from the public, and performing field inspections and permit issuance as needed. We are seeking a creative thinker with the ability to understand, interpret, and utilize building regulations thoroughly and with accuracy, and who is capable of making independent decisions under the guidance of the Building Official.

Position Summary:

Under general direction of the Building Official, the Plan Check Engineer performs plan checks to ensure minimum design criteria; reviews plan check submitted documents for compliance with the San Gabriel Municipal Code, disabled access requirements, energy conservation requirements, and California Building Code requirements for size, occupancy, exits and construction methods and materials; reviews and approves building plans governing the construction, alteration, repair, and use of buildings and structures; issues permits; performs field inspections; compares building plans to grading submittals for consistency and other related building codes, regulations, and restrictions; reviews calculations, specifications, and technical reports to ensure compliance with relevant building, plumbing, mechanical, electrical, energy, and historical and green building codes; acts as an information source by answering related technical or code questions for City employees and over the counter to the public, contractors, architects, and engineers; and performs other related duties as assigned.

Minimum Qualifications:

Any combination of experience and education may be considered. A typical way to obtain the knowledge and abilities would be a bachelor’s degree civil engineering, structural engineering, architecture, or a closely related field and five years of increasingly responsible experience working on civil or structural engineering designs, reviewing structural calculations, and/or working as a building plan checker or inspector. Possession of a valid certificate of registration as a Professional Civil or Structural Engineer issued by the California State Board of Engineers and Certified Access Specialist certificate are desirable.

The I.C.C. Plans Examiner certification is required within one year of employment. Possession of a valid Class C California Driver’s License and ability to maintain a satisfactory driving record are also required.

Compensation of \$100 per month is available to employees who qualify and pass a proficiency examination in a second language such as Cantonese, Mandarin, Vietnamese, or Spanish.

Compensation & Benefits:

Range: **\$6,167-\$7,496 per month.** The City of San Gabriel offers a generous benefits package, which includes:

- Participation in the CalPERS Retirement System: 2% @ 60 for “classic” CalPERS members (which maxes out at 2.418% @ 63) and 2% @ 62 for new CalPERS members; participating San Gabriel employees will remain in their existing tier.
- Cafeteria plan to cover medical, dental, and vision insurance premiums: The City’s 2016 contribution is \$1,568 per month toward a choice of multiple PPO and HMO medical plans (the City contracts with CalPERS for health insurance), two dental plans, and vision plan, **as well as the ability to cash out any unused portion as taxable income.**
- **Other Benefits:**
 - 9/80 Alternative Work Schedule – One day off every other week
 - Choice of enrollment in multiple deferred compensation (457) programs
 - Optional enrollment in supplemental insurance programs
 - City-paid long term disability and life insurance (1x annual salary)
 - City-paid Employee Assistance Program (EAP) and Travel Assistance Program for employees and eligible family members
 - Payment of retiree (and family) health insurance per established vesting schedule
- **Leaves:**
 - 32 hours of administrative leave per year
 - 12 days of sick leave per calendar year
 - 10 days of vacation per year
 - 11 holidays per year, plus 1 floating holiday
- **Cash Outs:**
 - Sick Leave Buy Back Program allows cash out of 50% of unused sick leave accrued in the 12 month period between November and October.
 - Vacation Buy Back Program includes the option to cash out one week of unused vacation per year (benefit currently authorized for FY16-17).
 - Holiday Buy Back Program allows a maximum of 8 hours of unused holiday to be paid back to the employee during the second pay period of the calendar year.

Application Procedure:

Candidates must complete a City of San Gabriel application, résumé, and cover letter. To apply, please visit jobs.sangabrielcity.com. **This recruitment is a repeat posting and is subject to close at any time.** *Faxed or emailed applications and/or résumés are not accepted.*

The provisions of this bulletin do not constitute an expressed or implied contract. Any provisions contained in this bulletin may be modified or revoked without notice. Applicants with legal disabilities, who require special testing accommodations, must contact the City of San Gabriel Human Resources Department at least five (5) days prior to the examination date.

All qualified candidates are encouraged to apply; the City of San Gabriel is an Equal Opportunity Employer.

鼓勵所有的合格候選人提出申請 圣蓋博市是平等機會的僱主

Tất cả ứng cử viên hội đủ điều kiện nên nộp đơn. Thành Phố San Gabriel là một sở làm có tôn chỉ tạo cơ hội bình đẳng.
La ciudad de San Gabriel ofrece la igualdad de oportunidades en el empleo, apoyamos a los candidatos calificados a aplicar.

HUMAN RESOURCES DEPARTMENT

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