



ASSOCIATE CIVIL ENGINEER

CITY OF PINOLE, CA

Recruitment Services Provided By


ALLIANCE
RESOURCE CONSULTING LLC



THE COMMUNITY

Located along the shores of San Pablo Bay in western Contra Costa County, the City of Pinole offers an appealing combination of Bay Area accessibility, established neighborhoods, natural beauty, and small-community character. Pinole is approximately 20 miles northeast of San Francisco and is conveniently connected to the greater Bay Area and Sacramento region by Interstate 80, with nearby State Route 4 providing access to central Contra Costa County.

Incorporated in 1903, Pinole has a rich history reflected in its historic Old Town, distinctive architecture, waterfront setting, and longstanding neighborhoods. The community includes a mix of residential areas, regional retail and commercial centers, parks and open spaces, and recreational opportunities along San Pablo Bay.

With a population of approximately 19,000 residents, Pinole maintains the feel of a smaller community while providing convenient access to employment, cultural, recreational, and educational opportunities throughout the Bay Area. The community is notably diverse, and its residents demonstrate a strong sense of connection to and pride in the City.

For a civil engineering professional, Pinole also offers something increasingly uncommon in the Bay Area: the ability to see the direct impact of one's work. Streets, parks, facilities, stormwater infrastructure, wastewater systems, transportation improvements, and development projects all have a visible connection to the community the City serves.

THE ORGANIZATION

The City of Pinole is a full-service general law city operating under the Council-Manager form of government. The five-member City Council establishes policy and organizational priorities, while the City Manager is responsible for administering City programs and overseeing municipal operations. The City provides a broad range of services, including police, public works, community development, parks and recreation, administrative services, and wastewater treatment.

Pinole has more than 116 budgeted full-time equivalent positions. The City has recently placed significant emphasis on organizational stability and long-term fiscal sustainability. Across all funds, the City's FY 2026/27 budget totals approximately \$61.8 million, including approximately \$10.1 million dedicated to capital improvement projects.

Pinole's size creates a highly collaborative environment where employees work closely across departmental lines and have meaningful access to organizational leadership. Staff are encouraged to contribute ideas, take ownership of their work, and play an active role in advancing City priorities and delivering quality services to the community.





THE DEPARTMENT

The Public Works Department plays a central role in maintaining and improving Pinole's physical infrastructure and community assets. Its responsibilities encompass engineering and capital improvement projects, streets and roads, stormwater infrastructure, wastewater collection and treatment, municipal facilities, parks infrastructure, traffic and transportation systems, and other essential public assets.

Within Public Works, the Engineering function oversees civil and traffic engineering and helps manage the City's capital projects, permitting, infrastructure, traffic flow, and transportation safety. The City's Capital Improvement Program includes projects involving streets and roads, parks, municipal facilities, sewer collection and treatment, stormwater systems, and other infrastructure needs.

Public Works is entering a period of renewed investment in its staffing and project-delivery capacity. Several recruitments are underway as the City builds out the team needed to support a substantial and diverse portfolio of infrastructure and capital projects. With approximately 50 projects active during the current fiscal year, the department offers an environment where an experienced engineer can quickly become engaged in meaningful work across a variety of disciplines.

For the successful candidate, this creates an opportunity to make an impact from the outset while also helping shape how the City's engineering function moves forward. The Associate Civil Engineer will work closely with Public Works leadership, consultants, City colleagues, and outside agencies to advance projects, strengthen working relationships, and help translate the City's capital priorities into completed improvements for the community.

THE OPPORTUNITY

The City of Pinole is seeking an experienced and adaptable Associate Civil Engineer to join its Public Works Department at an important time for the organization.

This is a journey-level professional engineering position with an unusually broad portfolio of work. The Associate Civil Engineer will perform the full range of professional engineering duties involving planning, design, construction, infrastructure maintenance, development review, contract administration, and coordination of public works and capital improvement projects. The position reports to the Public Works Director/City Engineer and exercises no direct supervision, although it may provide technical and functional direction to support staff and serve as a project leader for major projects.

The workload is both substantial and varied. Approximately 50 active projects are anticipated during the current fiscal year, ranging from roadway and paving improvements to parks, facilities, above- and below-grade infrastructure, and other municipal projects.

This is not a position for someone interested in working within a narrow engineering specialty. Pinole is a smaller full-service city, and the Associate Civil Engineer will have the opportunity to work across a wide range of assignments.





Key responsibilities will include:

- Managing and coordinating municipal capital improvement projects from planning through construction;
- Reviewing engineering plans, specifications, estimates, contracts, and consultant work;
- Working directly with engineering consultants, contractors, regulatory agencies, and regional transportation partners;
- Providing engineering support for roadway, infrastructure, facilities, parks, stormwater, sewer, and other municipal projects;
- Assisting with development review and evaluating plans and technical documents for compliance with applicable standards;
- Addressing environmental and regulatory considerations associated with projects involving creeks, streams, stormwater, and other natural resources;
- Preparing staff reports, correspondence, technical documentation, and recommendations;
- Representing the Public Works Department in meetings with outside agencies and other organizations;
- Supporting presentations to the City Council and, on occasion, presenting or facilitating committee meetings; and
- Serving as a knowledgeable secondary resource for residents, applicants, developers, and others requiring professional engineering assistance.

The City's classification also includes responsibilities for contract administration, preparation of plans and specifications, development review, grant administration, and representing the City before governmental agencies, community organizations, contractors, developers, and other stakeholders.

For someone who enjoys variety, autonomy, and seeing projects move from concept to completion, this position offers considerable opportunity to make an immediate and visible impact.

THE IDEAL CANDIDATE

The City is seeking a well-rounded municipal engineer who is comfortable wearing multiple hats and who understands that success in a smaller organization requires adaptability, initiative, and a willingness to work across traditional functional boundaries.

The ideal candidate will bring solid technical engineering skills along with demonstrated experience in project management, contract administration, consultant management, and delivery of public infrastructure projects. Experience serving as, or performing functions comparable to, a resident engineer would be particularly valuable.

Just as important will be the ability to independently move projects forward. With a substantial project portfolio, the successful candidate should be someone who can assess a project, identify what needs to happen next, organize the work, coordinate the necessary resources, and follow through. The City is looking for someone with the confidence and experience to work independently while knowing when to engage others or elevate an issue.

The ideal candidate will be:

- Adaptable and versatile, with the ability to move comfortably among different types of projects and assignments;
- Organized and accountable, particularly in managing multiple concurrent projects, deadlines, consultants, contracts, and documentation;
- A strong written communicator who can prepare clear staff reports, technical documents, correspondence, and project records;
- An effective project and consultant manager who establishes expectations, maintains momentum, and follows through;
- Collaborative and relationship-oriented, with the ability to work effectively with Public Works colleagues, Community Development, consultants, contractors, regional agencies, City leadership, and the public;
- Comfortable exercising professional judgment and independent initiative;
- Practical and solutions-oriented when confronted with project, regulatory, budget, or organizational challenges; and
- Someone who brings an appropriate level of confidence, professionalism, and a sense of humor to a dynamic working environment.

The City is particularly interested in someone who wants to become part of the organization and contribute beyond individual project assignments. This is an opportunity to establish strong working relationships, contribute ideas, and play a meaningful role in the continued development of the City's engineering and capital improvement program.

EDUCATION AND EXPERIENCE

Any combination of education and experience that provides the required knowledge and abilities may be qualifying. A typical pathway to the Associate Civil Engineer classification includes:

Education: Graduation from a four-year college or university with major coursework in civil engineering or a related field.

Experience: Four years of supervisory or administrative experience in a public works setting or as a professional engineer working with public agencies. Experience overseeing the development of capital improvement projects is desirable.

Licensure: Registration as a Professional Civil Engineer in good standing in any U.S. state is required. An individual registered outside California must obtain California Professional Civil Engineer registration within 12 months of employment. The City may consider waiving or modifying this requirement or timeframe for an otherwise well-qualified candidate based on the candidate's qualifications, experience, and ability to successfully perform the essential functions of the position.

A valid California Class C driver's license and satisfactory driving record are required.

The City is seeking a journey-level professional rather than necessarily a senior-level project manager and welcomes candidates whose experience demonstrates the breadth, independence, and professional judgment necessary to perform successfully in this role.



COMPENSATION

The salary range for the Associate Civil Engineer is: **\$120,541 – \$146,518 annually.**

Placement within the salary range will be based on qualifications and experience.

In addition to its comprehensive benefits package, the City offers several provisions that may be particularly attractive to an experienced candidate, including:

- A recruitment incentive of up to 20% of annual salary, with 50% paid upon satisfactory completion of six months of continuous service and the remaining 50% following one year of service;
- Consideration of prior public-sector service when establishing vacation accrual rates;
- The ability to front-load vacation and sick leave during the first year;
- A valuable retiree medical benefit, subject to applicable eligibility requirements;
- Potential relocation assistance, subject to City Manager approval;
- The City contracts with CalPERS for Miscellaneous “Classic” (2.5%@55) and “PEPRA” members;
- Thirteen (13) annual paid holidays and twelve (12) floating holiday hours;
- A generous City contribution towards health insurance or medical in-lieu of coverage;
- City-paid dental and vision premiums, up to family-level coverage;
- Life insurance equal to one time (1x) your annual base wage salary; and
- Flexible Spending Account and Deferred Compensation plans available.

The City may also consider some scheduling flexibility and limited remote work based on operational needs and the successful candidate's ability to perform the position effectively. Because of the collaborative and project-oriented nature of this role, candidates should initially expect to spend the majority of their work time on site in Pinole.

The position also offers meaningful professional growth potential as the Public Works team develops and the City's capital program continues to advance.

Please go to [Benefits Information](#) and [Employment Agreements](#) for more details.



HOW TO APPLY

Please apply **on-line** by **October 23, 2026** at:

www.alliancerc.com

Following the closing date, Alliance Resource Consulting will evaluate candidate qualifications and conduct preliminary screening interviews with the most qualified candidates. The City anticipates first-round interview during the week of November 9, 2026.

For additional information regarding this position, please contact:

Wesley Herman
wherman@alliancerc.com
(562) 901-0769 x 337

Sherrill Uyeda
suyeda@alliancerc.com
(562) 901-0769 x 331

[Alliance Resource Consulting - LinkedIn](#)

An Equal Opportunity/ADA Employer