

RECRUITMENT BROCHURE



CITY ENGINEER

City of Sherwood, Oregon



ABOUT SHERWOOD

Sherwood, Oregon is a welcoming community with residents who enjoy the quality of life afforded by the picturesque surroundings, economic opportunities and community engagement. This rapidly growing city is part of the Willamette Valley known for its delectable Pinot Noirs and is surrounded by the Tualatin and Chehalem Mountains.

A city of more than 20,000 people call Sherwood home and Washington County has approximately 450,000 residents. This county's communities serve as great places to raise families for those working in Portland as well as neighboring employment centers in the silicon forest that makes up the metro region.

The City provides a full range of services: public safety; library; construction and maintenance of streets, parks, and utility infrastructure; recreational activities and cultural events; current and long-range planning; development review; building permits; and construction inspection. Sherwood owns and operates a water system and, jointly with the City of Wilsonville, a water treatment plant. The City also owns and operates the sanitary sewer and stormwater collection facilities with treatment provided by Clean Water Services, a regional services district. Sherwood Broadband is expanding its' services in the area as well.

Senior services are provided by the City in the Marjorie Stewart Senior Center. Fire protection is provided by TVF&R, a regional special district. Electricity, phone, and trash disposal are provided by private businesses. Sherwood is part of School District 88J.

Sherwood has an Urban Renewal Agency (URA) which undertakes projects in the designated Urban Renewal District. The URA is a distinct municipal corporation and its budget is separate from the City of Sherwood.

Sherwood's City limits span four and a half square miles along State Highway 99W via Interstate 5. The rapidly growing city is part of the Willamette Valley located in southwest Washington County. Sherwood is the home of the Tualatin River National Wildlife Refuge to the north, and is quickly becoming the gateway to world-renowned Oregon Wine Country with ready access to the Cascade Mountains and the Oregon Coast.

Economic Development projects proposed, underway or recently completed include:

- 99W Pedestrian Bridge
- Adoption of 2021 Urban Renewal Area (URA)
- Design of Ice Age Drive
- Development of Tonquin Employment Area (TEA)
- Sherwood West Urban Expansion Area

Major Employers:

Wal-Mart Stores Inc.

Safeway #1800

NW Natural Gas

PPM Technologies Holdings LLC

PNW Flatwork dba Fettig

Treske Precision Machining

First Student, Inc.

Pride Disposal Company

NSI/Nuance Systems

Langer Operations LLC

LAM Research

DWFritz

How does this role make a difference?



BUILD A SAFE, RESILIENT AND SUSTAINABLE COMMUNITY AS A CITY ENGINEER

The City of Sherwood is seeking an experienced and highly motivated professional **City Engineer** who will serve as a liaison, actively engage the community on projects while also seeking opportunities to work collaboratively with other City divisions and departments. Working under the direction of the Public Works Director, the **City Engineer** plays an integral role in the management and performance of top-level professional civil engineering work and staff. The position provides solutions to complex problems that arise in the design, review and construction of City infrastructure to meet anticipated growth and development needs.

The department of Public Works is responsible for the operation and supervision of all infrastructure and maintenance activities which includes the maintenance of vehicles and City Facilities. Maintenance includes that of building maintenance, fleet maintenance, park maintenance, sanitary /storm maintenance and street maintenance. City facilities include parks, city owned houses, city owned buildings and ball fields.

The City Engineer.....

- Provides detailed technical evaluation and civil engineering expertise of regional projects or programs impacting the City. Makes decisions as allowed or required by City code or as applied through conditions of permit approval.
- Recommends and sets engineering policy, practices and standards relating to construction of public infrastructure.
- Projects revenues and expenditures for City budget relating to construction activities. Prepares and monitors Engineering budget and long term financial plans including long- range planning needs (water, sewer, street, storm drain, etc.)
- Performs professional engineering duties by preparing or reviewing technical papers, reports, plans and specifications, directing construction and planning activities, etc. Interpret technical materials for their impact on the City, e.g. mapping, regulatory agency requirements, etc.
- Directs the development of the Capital Improvement Plan. Maintain budgetary control through the review of financial reports, setting expenditure authorizations and approving variances within expenditure line items. Provide reporting on Project Status time, scope and cost.
- Ensures adequate advance planning for City infrastructure to meet anticipated growth and development needs. Oversee and participate in the identification and development of short-term needs and long-range master plans for major infrastructure systems.

The ideal candidate will have....

- Expert knowledge of civil and environmental engineering principles, techniques, policies, and procedures.
- Advanced administrative principles and practices, including goal setting, program development, implementation and evaluation, project management, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of bidding process and contract administration and evaluation.
- Through knowledge of construction contracts, contractual requirements, specifications, contract administration, and claims avoidance and resolution.
- Expert knowledge of methods, materials, and techniques used in the construction of public works projects, including water and wastewater systems, stormwater, streets, parks, City facilities, and traffic systems design.
- Modern office practices and technology, including personal computer hardware and software applications related to the work, such as computer-aided drafting concepts and applications, project management software and Geographic Information Systems (GIS) programs.
- Practices of researching engineering and design issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Public agency budgetary, contract administration, administrative practices, and general principles of risk management related to the functions of the assigned area.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Working knowledge of applicable Federal, State, and local laws, codes, and regulations.



Education and Experience:

A bachelor's degree in civil engineering or related field from an accredited college; **AND**

A minimum of six (6) years of progressively responsible municipal engineering experience, including two (2) years in a supervisory capacity; **AND**

Possession of a valid License as a Professional Civil Engineer in the State of Oregon or registered as a Professional Civil Engineer in a reciprocal state with the ability to obtain Oregon registration within six (6) months of hire.

Required Licenses/Certifications:

Possession of a valid driver's license with a satisfactory driving record or must be obtained within 30 days of hire date.

Possession of a Professional Civil and/or Transportation Engineer license to practice in the State of Oregon.

Preferred Experience:

Previous infrastructure design experience to include street construction, traffic flow analysis, water, storm and sanitary in a local government agency.

Compensation and Benefits:

- Salary range of \$108,222.40 to \$137,238.40 annually
- Flexible schedule
- Generous PTO accruals per month
- Accrual of employee sick leave
- Nine paid holidays per year
- Oregon Public Employees Retirement System (PERS)
- Health, dental, vision, prescription and mental health benefits
- Life and accidental death and dismemberment insurance coverage
- Health reimbursement account
- Additional voluntary benefits including retirement accounts, insurance and flexible spending accounts



[Please apply online here.](#)

For more information contact:

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503-625-4201

The City of Sherwood is an Equal Opportunity Employer and values diversity in its workforce.

Applicants selected for this position will be subject to a comprehensive background check.

In accordance with Oregon law, qualified veterans may be eligible for Veterans' Preference in public employment. Proof of eligibility must be submitted with your application via a copy of the Certificate of Release or Discharge from Active Duty (DD Form 214 or 215) or a letter from the U.S. Department of Veterans Affairs indicating receipt of a non-service connected pension.

