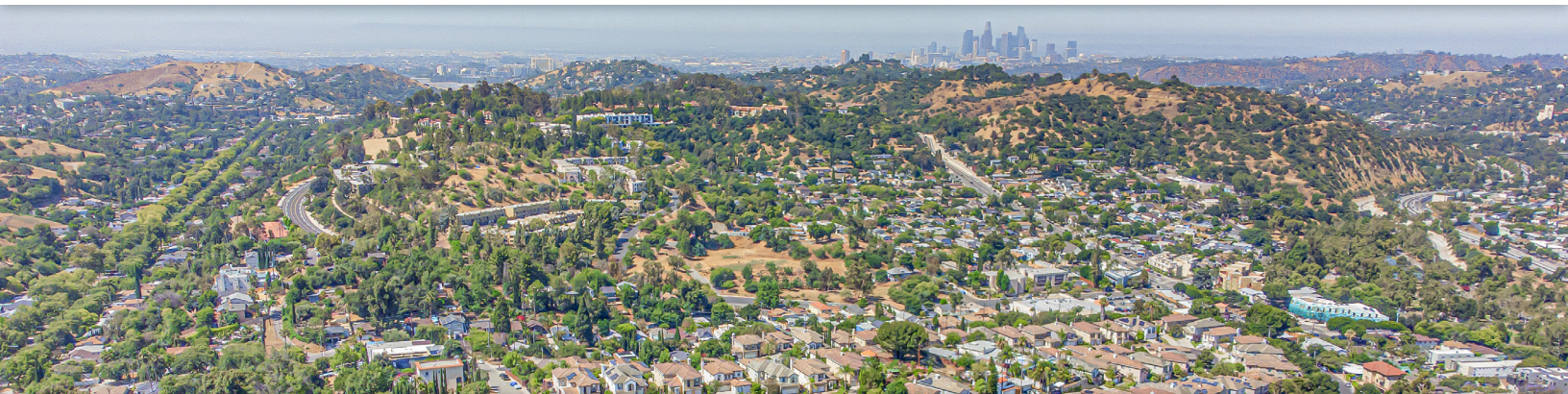


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C A R E E R O P P O R T U N I T I E S

— TWO OPENINGS —

CITY OF SOUTH PASADENA, CALIFORNIA

SENIOR CIVIL ENGINEER

ONE POSITION

Annual Salary:

\$121,188–\$162,420

ASSISTANT/ ASSOCIATE CIVIL ENGINEER

ONE POSITION

Annual Salary: **\$79,684–\$119,384**

THE CITY OF SOUTH PASADENA IS SEEKING TWO TECHNICALLY PROFICIENT, community-oriented professionals to join its Engineering Division as a **Senior Civil Engineer** and an **Assistant/Associate Civil Engineer**. These essential roles support the planning, design, and implementation of a broad range of public infrastructure and capital improvement projects that directly impact the community's quality of life. The ideal candidates will bring a strong foundation in civil engineering principles, a proactive and solution-oriented mindset, and a genuine commitment to public service.

The Senior Civil Engineer will serve as a key project leader, offering advanced technical knowledge and oversight of complex initiatives across multiple disciplines. The Assistant/Associate Civil Engineer will contribute to project execution and development review, with opportunities for hands-on growth and professional advancement. Both positions require excellent communication skills, a collaborative approach, and the ability to engage with the public in a thoughtful and responsive manner. ***Build community and advance infrastructure in a forward-moving City, apply today!***



THE COMMUNITY

LOCCATED ON THE WEST SIDE OF THE SAN GABRIEL VALLEY, just eight miles from downtown Los Angeles, the City of South Pasadena is known as the “City of Trees” and is celebrated for its historic architecture, walkable neighborhoods, top-rated schools, and vibrant community spirit. With a population of approximately 26,000 and covering just 3.4 square miles, South Pasadena offers a rare blend of small-town charm and urban convenience.

Residents enjoy a wide range of cultural and recreational amenities, including weekly farmers markets, music and arts festivals, public parks, and hiking trails. The city is home to the historic South Pasadena Historic District, Arroyo Seco Park, and the Mosaic South Pasadena at the Rialto Theatre. South Pasadena’s central location allows for easy access to beaches, mountains, and major employment hubs, making it one of Southern California’s most desirable places to live and work.



THE CITY

INCORPORATED ON MARCH 2, 1888, THE CITY OF SOUTH PASADENA has 171 full-time staff and an approximate FY 2025 budget of \$84 million. The City of South Pasadena is committed to providing effective and efficient municipal services for the community, preserving its quality of life and small-town character in a 21st Century environment.

[LEARN MORE ABOUT THE CITY](#)

[VIEW THE STRATEGIC PLAN](#)





THE DEPARTMENT & THE DIVISION

THE PUBLIC WORKS DEPARTMENT

The Public Works Department includes 43 full-time employees and oversees a combined operating and capital improvement budget of \$209.2 million, including \$22 million in operational funds and \$187.2 million CIP. The Department is responsible for delivering a wide range of essential public services, including the management and maintenance of the City's water distribution and sewer systems, street infrastructure, public facilities, park maintenance, environmental compliance, and recycling programs.

A newly formed Capital Improvement Projects (CIP) Division will soon lead capital project delivery across the City. The Engineering Division currently leads the planning, design, and construction of the City's capital projects, ensuring compliance with local, state, and federal regulations. Responsibilities also include managing right-of-way permits, inspecting private development improvements, and coordinating with utilities and outside agencies for effective project implementation.

[LEARN MORE](#)

[VIEW THE ORGANIZATIONAL CHART](#)



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THE POSITIONS

THE SENIOR CIVIL ENGINEER is a leadership role responsible for overseeing the full project lifecycle of major capital improvement projects, with a primary focus on streets, traffic safety, and multi-modal infrastructure. This role manages a \$25 million annual CIP budget, with future oversight of an additional \$40-\$60 million in anticipated capital projects. Responsibilities include preparing and reviewing engineering plans and specifications, managing consultant contracts, conducting field inspections, leading public outreach, and coordinating cross-departmental collaboration.

THE ASSISTANT/ASSOCIATE CIVIL ENGINEER supports public works and infrastructure projects through technical plan review, permitting, cost estimating, and field inspection. This role also assists in contract administration, utility coordination, and public engagement efforts. Projects range from street resurfacing and sidewalk improvements to sewer upgrades and traffic calming installations. The Assistant/Associate Engineer will also review development plans, prepare reports and documentation, and may supervise technical staff as needed.

THE IDEAL CANDIDATES

THE IDEAL CANDIDATES ARE COLLABORATIVE, adaptable professionals, and possess strong work ethics, public service commitment, and the interpersonal skills to navigate a dynamic municipal environment. The **Senior Civil Engineer** has a strong background in water and wastewater systems, and proven leadership to manage complex infrastructure projects with minimal oversight. They will foster cross-departmental collaboration, mentor and develop junior staff, and provide steady leadership that supports team growth and continuity during a time of organizational transition. The **Assistant/Associate Civil Engineer** is detail-oriented, eager to grow professionally, and open to developing skills in water and wastewater systems. Strong communication skills, a customer-service mindset, and the ability to field resident calls with patience and professionalism are essential.

These positions require regular public engagement and call for professionals who can communicate technical information clearly, address community inquiries and concerns with professionalism and empathy, and foster trust with the community while working effectively across departments.



The ideal candidate will also possess the following core competencies...

Technical Expertise: Applies engineering knowledge to design, review, and manage complex public infrastructure projects with precision and regulatory compliance.

External Public Awareness: Engages proactively with residents and community stakeholders, clearly communicating project impacts and responding to public inquiries with professionalism and empathy.

Talent Development: Mentors and supports the growth of junior staff by fostering a collaborative learning environment and sharing technical knowledge and best practices.

High Standards: Demonstrates a strong commitment to quality, accountability, and service excellence in project execution, public engagement, and interdepartmental coordination.



EMPLOYMENT STANDARDS

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

SENIOR CIVIL ENGINEER

Education: Bachelor's degree from an accredited college or university with major course work in civil engineering or a related field.

Experience: Five (5) years of increasingly responsible professional engineering experience.

License: Possession of a valid certificate of registration as a Professional Civil Engineer issued by the California State Board of Registration for Civil and Professional Engineers.

ASSISTANT/ASSOCIATE ENGINEER

Education: Bachelor's degree from an accredited college or university with major work in civil engineering or closely related field.

Experience: Three (3) years of experience in professional civil engineering work, including one (1) year of supervisor experience.

License: Possession of a valid Engineer-in-Training certificate issued from the California Board of Registration for Professional Engineers.

UPCOMING PROJECTS & OPPORTUNITIES

COMPLETE STREETS+ROADWAY IMPROVEMENTS. Lead and support a wide range of street infrastructure projects focused on improving safety, accessibility, and multi-modal transportation. This includes pavement rehabilitation, asphalt resurfacing, ADA-compliant sidewalk and curb ramp upgrades, and traffic calming measures.

STREET LIGHTING UPGRADES. Plan and manage the installation or modernization of street lighting systems to enhance public safety and energy efficiency throughout the City's neighborhoods and corridors.

SEWER SYSTEM REPAIRS + UPGRADES. Manage ongoing maintenance and capital improvement projects related to sewer system rehabilitation and capacity upgrades, including coordination with developers for sewer infrastructure planning and integration.

RFP DEVELOPMENT + BID SELECTION. Lead or support the preparation of Requests for Proposals (RFPs), assist in bid evaluations, and make recommendations for consultant and contractor selections in alignment with City policies.

CONSTRUCTION MANAGEMENT + INSPECTION COORDINATION. Work closely with construction managers and inspectors to ensure that all work is completed in accordance with approved plans and specifications, while addressing field conditions and resolving issues that arise during construction.

SALARY & BENEFITS

Senior Civil Engineer Annual Salary: **\$121,188–\$162,420**

Assistant/Associate Engineer Annual Salary: **\$79,684–\$119,384**

PLUS an attractive benefits package for each position.

Flexible 4/10 Schedules Available!

The Senior Civil Engineer may work remotely at the discretion of the Department Director, subject to approval.

**BENEFIT INFORMATION FOR
THE SENIOR CIVIL ENGINEER**

**BENEFIT INFORMATION FOR THE
ASSISTANT/ASSOCIATE ENGINEER**


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HOW TO APPLY

For first consideration, apply **ASAP** at:

WBCP JOB BOARD


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INTERVIEW PROCESS

Interviews will take place on an ongoing basis as ideal candidates are identified.

QUESTIONS?

Please contact your recruiter,
Levi Kuhlman, with any inquiries:

541.664.0376 direct
866.929.9227 toll free
levi@wbcpinc.com