



CITY OF LOS ANGELES EMPLOYMENT OPPORTUNITY NOTICE

ENGINEERING



CITY OF LOS ANGELES

CITY ENGINEER

*EXEMPT POSITION

**DEPARTMENT OF PUBLIC WORKS
BUREAU OF ENGINEERING**



THE CITY OF LOS ANGELES

Los Angeles is the second largest and most diverse city in the United States. The LA region is an economic engine powered by a broad array of industries from entertainment and technology to manufacturing and healthcare. Los Angeles is a global city, connected to the world by its municipally owned airport and port, which are America's primary travel and trade gateways to Asia and Latin America. From Hollywood to the San Fernando Valley, and from Downtown to the Pacific Ocean, Los Angeles is rich with natural beauty, iconic sights and urban attractions that make it one of the most desirable places to live and visit in the world. As one of the world's great cities, Los Angeles will host the 2028 Olympic and Paralympic Games as well as other international events.

THE CITY ORGANIZATION

Los Angeles is a charter city, governed by the Mayor and the City Council. The City Council serves full time and has fifteen members elected by district. The other two elected officials of the City are the Controller and City Attorney. The City's elected officials serve four-year terms. Volunteer Commissions consisting of prominent business and community leaders, appointed by the Mayor and confirmed by the City Council, oversee several City departments and bureaus.

The City has over 40 departments, bureaus, and offices for which funds are budgeted annually by the Mayor and City Council. In addition, the City has three proprietary (enterprise) departments (the Departments of Water and Power, Harbor, and Airports), governed by Commissions, which are financed solely by revenue generated from their operations.

As part of a historic new era, Karen Bass began her first four-year term as 43rd Mayor of the City of Los Angeles on December 12, 2022, as the first woman and second African American to be elected as the City's chief executive.



THE DEPARTMENT OF PUBLIC WORKS - BUREAU OF ENGINEERING

The Bureau of Engineering is under the broad umbrella of the Department of Public Works. Public Works is the City's third largest department and is comprised of more than 5,000 employees who are responsible for the construction, renovation, and operation of City facilities and infrastructure as well as the delivery of public safety and environmental programs. The Department of Public Works consists of the following:

- Board of Public Works (Governing Body)
- Bureau of Contract Administration
- Bureau of Engineering
- Bureau of Sanitation
- Bureau of Street Lighting
- Bureau of Street Services

As the City's primary project delivery organization for non-proprietary capital projects, the Bureau of Engineering plans, designs and constructs public projects such as libraries, fire stations, police stations, animal facilities, streets, bridges, LA River projects, streetlights, water reclamation plants, sewers, and sidewalks. The Bureau of Engineering also oversees permitting of construction within the Public Right of Way, and the City's online mapping system.

The City Engineer, the head of the Bureau of Engineering, has responsibility for a total staff of more than 800 within the Bureau and an annual salary budget exceeding \$100 million and a capital project portfolio of about 500 projects with a construction budget of about \$5 billion. As part of the Department of Public Works, the City Engineer reports to the Board of Public Works in addition to the Mayor and City Council.



EXAMPLES OF BUREAU OF ENGINEERING RESPONSIBILITIES

- Review plans and specification prepared by private engineers and architects;
- Check plans and prepare structural, electrical, and mechanical engineering details;
- Prepare preliminary and final construction cost estimates for all streets, storm drains, sewers, treatment plants, bridges and other structures, buildings, service yards and related public improvements;
- Administer contract documents, construction engineering and certain other contractual relationships during construction;
- Provide public counters for research into City records, review of private projects and the issuing of permits for work involving the City's rights-of-way or public properties;
- Responsible for the engineering features and standards of all privately developed subdivisions and tracts;
- Acquire rights-of-way and easements required for City streets, sewers, storm drains, treatment plants, buildings, service yards and other public facilities;
- Examine titles and processing title transfers and property matters.
- Responsible for all basic and project surveying, the preparation of all basic maps, and is the custodian of all records pertaining thereto;
- Custodian of all original maps, plans, profiles, field books, estimates, records and other data relating to the public works with which the Bureau of Engineering is concerned;
- Conduct extensive hydraulic modeling research, and research into geology and soils conditions to support design work;
- Conduct research into all aspects of public works engineering, develop standard plans for its use in design, and distribute the same to the private sector for continuity and standardization. For more information about the Bureau of Engineering, please visit eng.lacity.org.



ABOUT THE OPPORTUNITY

The City of Los Angeles is seeking a highly experienced individual and dynamic leader to serve as City Engineer and lead the Bureau of Engineering.

The top priority for the City Engineer is workforce development with a people first approach. The second priority, as a result of a large growth in the capital project portfolio in recent years and Mayor Bass' Executive Directive (ED) 9, is to utilize strong project management skills to work with other City departments, the Mayor's Office and City Council to deliver the first ever multi-year citywide Capital Improvement Plan that reflects citywide priorities to deliver much needed infrastructure improvements to Los Angeles ahead of major events and beyond. Additionally, as the Bureau provides support services to other City departments, strong leadership is needed to effectively implement and contribute to other citywide policy goals, including execution of a citywide asset management contract, delivery of projects to advance Mobility 2035, and citywide building decarbonization.

With the 2028 Olympic and Paralympic Games (LA28) on the horizon, the Bureau of Engineering is leading a portfolio of transformative infrastructure and capital projects across Los Angeles. This role offers a unique opportunity to shape the City's future through high impact, legacy defining work.

RESPONSIBILITIES

- Lead, organize, and direct the operations and services of the Bureau through oversight of Deputy City Engineers, Division Managers, and other leadership positions;
- Provide direction and leadership in significant projects and initiatives (e.g., significantly large or complex projects that involve the convening of multiple entities or agencies);
- Long term planning and visioning for the Bureau, including developing strategic plans and overseeing the compilation of the Bureau of Engineering's annual budget requests;
- Maximize productivity through effective communication with and motivation of Bureau employees;
- Establish strong, collaborative partnerships within the Department of Public Works and across City Departments, particularly with the leadership of client departments;
- Serve as a member of numerous relevant committees, acting as a coordinator with federal, state, and county agencies in matters pertaining to the financing, design and construction of public works facilities;
- Participate in public presentations to the City Council and the Board of Public Works and provide briefings for the Mayor's Office, City Council members, and Board of Public Works commissioners.



THE IDEAL CANDIDATE

The ideal candidate for City Engineer will possess the following skills and characteristics:

EXCEPTIONAL LEADERSHIP SKILLS

- Experience developing a diverse and skilled team, including attracting and retaining talent and fostering employee growth.
- Demonstrated success developing partnerships across sectors and/or silos to build consensus and achieve a common goal.
- Demonstrated knowledge of and leadership in implementing initiatives related to technology, sustainability, and equity within an organization to achieve efficiency, drive innovation, and boost morale.
- Demonstrated ability to deliver high-quality public works projects, programs and services on time and on budget.

EXCEPTIONAL MANAGEMENT SKILLS

- Ability to effectively organize, direct and coordinate large groups of engineers, technicians and other employees representing diverse occupational groups.
- Ability to coordinate public works engineering and construction activities with other city operations.
- A good knowledge of the principles and practices of administration and personnel management as applied to large municipal engineering organizations.
- Experience utilizing metrics to achieve accountability and innovation within an organization and build trust with external partners.



THE IDEAL CANDIDATE (Cont'd)

EXCEPTIONAL COMMUNICATION SKILLS

- Proven, effective communicator who is proactive at providing information to the Mayor, City Council, Board of Public Works, City leadership, Bureau staff, and the community at large.
- Experience advising and working with elected officials, such as Mayors, City Council members, County Supervisors, and/or state and federal legislators.
- Experienced in public speaking and interacting with the media and press.
- Excellent skills in customer service and community relations.

EXCEPTIONAL ENGINEERING AND TECHNICAL SKILLS

- Possess significant knowledge of the principles and practices of engineering as applied to the design and construction of a variety of public works projects.
- The ability to conceive or evaluate soundness of alternative engineering features and economic feasibility from the viewpoint of long term City planning.
- The ability to develop and control a long range public works planning program.
- The ability to devise cost effective solutions to administrative and engineering problems.
- The ability to analyze and direct fiscal and budget matters.
- Knowledge of trends in relevant fields, including but not limited to the fields of engineering, architecture, and construction.



QUALIFYING EDUCATION & EXPERIENCE

Education – Graduation from a recognized and accredited four-year college or university with a Bachelor’s degree, preferably in Civil Engineering or a related field. A Master’s degree in Civil Engineering or a closely related field is welcomed.

Professional Engineer License – Registration/licensure with the California State Board of Registration for Professional Engineers as a Civil Engineer is required.

Experience

- Two years of paid professional engineering experience with the City of Los Angeles at the level of Deputy City Engineer **OR**
- Four years of full-time paid professional engineering experience with the City of Los Angeles at the level of Principal Civil Engineer.

OR

For those not currently employed with the City of Los Angeles:

- Two years of full-time paid professional engineering experience serving as head or assistant head of a City department or of a Public Works bureau responsible for leading the operations of division or program, including the delivery of the planning, design and/or construction management of public buildings, infrastructure and open space projects **OR**
- Four years of experience serving as administrative and technical head of a major civil, structural, wastewater or closely related engineering unit responsible for planning, organizing and/or directing, through subordinate project engineers, the activities of major construction projects.

COMPENSATION & BENEFITS

The current salary range for the City Engineer of the Bureau of Engineering is \$274,822 - \$487,276 per year.

A highly competitive benefits package includes a defined benefit retirement plan to which both the employee and the City contribute; a multi-option deferred compensation plan; generous vacation and sick leave; 13 paid holidays per year; a flexible benefits plan including multi-option health, dental, and vision coverage; and family and domestic partner leave. Reimbursement of relocation expenses may be considered.



HOW TO APPLY

Interested candidates are invited to apply by submitting the following materials via email to ceboe.lacity@thehawkinscompany.com:

- A comprehensive resume
- A cover letter expressing your interest in the position and your vision for the future of the Bureau of Engineering under your leadership

RESUME REQUIREMENTS

Your resume should clearly outline:

- The size and function of the organizations you have managed
- Your specific role and responsibilities within those organizations
- At least one major professional accomplishment where you played a key leadership role
- Any relevant experiences or distinctive qualifications that further demonstrate your suitability for this position

COVER LETTER REQUIREMENT

Please include a thoughtful statement outlining your strategic vision for the Bureau of Engineering and how your leadership would shape its future.

REFERENCES

References will only be required upon advancing to the next round and will only be contacted after mutual interest has been established.

EMAIL SUBMISSION REQUIREMENTS

When submitting your application, please use **“City Engineer”** as the subject line of your email.

REVIEW PROCESS

All complete submissions will be acknowledged via email. Applications will be reviewed on a rolling basis, and the most qualified candidates will be invited to participate in preliminary screening interviews prior to the closing date of **Wednesday, May 13**.



THE SELECTION PROCESS

Submissions will be screened against the criteria listed in this brochure. Upon submission of the application documents, applicants may be asked to provide additional information regarding size and scope of current responsibilities, major professional accomplishments, and other unique and qualifying experience.

In light of the expedited nature of this recruitment, candidates are encouraged to apply as early as possible. The most qualified applicants will be invited to participate in a formal interview process with the City of Los Angeles. Questions and confidential inquiries may be referred to will@thehawkinscompany.com

The position of City Engineer of the Bureau of Engineering is an exempt, at-will management position. The incumbent will not accrue any civil service tenure, contractual employment rights or due process rights. The City Engineer is appointed by the Mayor and confirmed by the City Council. The incumbent may be removed, without any finding of cause, by the Mayor. Such removal would not be reviewable or appealable.

