



**CITY OF GLENDALE**  
Human Resources Department  
613 E. Broadway, Room 100  
Glendale, CA 91206  
<http://www.glendaleca.gov>

**INVITES APPLICATIONS FOR THE POSITION OF:  
Principal Mechanical Engineer**

*An Equal Opportunity Employer*

**SALARY:** \$9,326.33 - \$13,567.76 Monthly

**OPENING DATE:** 12/14/20

**CLOSING DATE:** Continuous

**FLSA STATUS:** Exempt

**EXAMINATION TYPE:** Open Examination

**PROBATIONARY PERIOD:** One year

**PERS/PARS CONTRIBUTION:** The applicable retirement contribution (PERS/PARS) is deducted from the listed salary/wage for employee's retirement benefits.

**THE POSITION**

Positions in this management classification are responsible for mechanical engineering work for Power Systems in the City. Extensive engineering judgment in all phases of the planning, construction, operation and maintenance of a utility system is utilized.

**Essential functions of the job include, but are not limited to, the following:**

Provides engineering leadership for the Grayson power plant. Works constructively with plant management, operations and maintenance and the balance of GWP to support plant safety, environmental, availability, and reliability goals.

Prepares and supervises preparation of designs, specifications, plans, estimates, studies, and reports involved in the regulatory compliance, design, construction, maintenance and operation of a steam turbine, gas turbine, natural gas and methane gas fueled electric generating plant, or water pumps and motors, and instrumentation and control associated with these systems.

Prepares and issues cost estimates and work orders for new and maintenance, repair and replacement work. Analyzes costs and makes cost studies in the construction and operation of existing and proposed power plants or water pumping facilities.

Supervises and/or participates in engineering and feasibility investigations, which includes administration of consulting and construction contracts. Analyzes bids and prepares contract documents.

Designs power plant or water pumping station equipment features and supervises and inspects work performed under contract to ensure compliance with specifications.

Supervises employees of lower classification in assigned engineering tasks. Evaluates employees' job performance, and effectively recommends personnel action.

Determines and institutes maintenance philosophy and policy. Set maintenance quality

parameters and performance indicators. Develops detailed maintenance plans and methods for condition-monitoring of power plant assets.

Manages the work of a planning and design engineering staff.

Coordinates the work of engineering and operational staff.

Manages the planning and mechanical/structural design of electrical generation equipment and power plant facilities or water pumping facilities and equipment.

Prepares the budget for capital improvement projects/programs.

Represents the section or utility in inter-agency meetings and negotiations.

May appear as expert witness involving litigation on engineering-related matters.

Oversees preparation and revision of maps, sectional sheets, and the storage and filing of various records and project files.

Consults with engineers, sales representatives and engineering staff regarding design, maintenance, and repair of electrical generation equipment and power plant facilities or water pumping facilities and equipment.

Reviews updates, and maintains equipment and construction practice standards.

May act in the absence of the Assistant General Manager or section head.

May drive on City business as necessary.

Ensures Department services are provided with exceptional customer service and the highest level of ethical standards.

Assumes responsibility for ensuring the duties of this position are performed in a safe, efficient manner.

Performs other related duties as assigned or as the situation requires.

## **MINIMUM REQUIREMENTS**

### **Knowledge, Skills & Abilities**

#### **Knowledge of:**

Applicable safety rules, practices, and procedures.

Engineering economics.

Exceptional customer service practices.

Federal, State, and local laws pertaining to utilities.

Operations of a utility.

Power plant design and operation.

Principles and procedures of mechanical engineering.

Principles of maintenance analysis, planning, and management.

Principles of organization and supervision.

#### **Skill in:**

Developing and presenting power plant issues to technical and non-technical audiences.

Identifying key issues needing resolution.

Mechanical drawing or drafting.

Performing engineering design, economics and associated calculations.

Power plant mechanical engineering.

Project Management.

**Ability to:**

Communicate and explain power plant issues to non-engineers.  
Communicate effectively verbally, in written documents, and in group/presentation settings.  
Effectively and proficiently utilize the Microsoft Office Suite and Adobe Acrobat.  
Establish and maintain smooth and effective working relationships within and outside the Grayson power plant.  
Foster a team-based work environment.  
Model and practice the highest standards of ethical conduct.  
Plan, organize, and direct the work of assigned staff.  
Provide clear work instruction.  
Provide exceptional customer service.  
Read, understand and develop plans and drawings.  
Read, write, communicate effectively and comprehend directions in English.  
Supervise, review, evaluate, coach, and mentor employees.

**Other Characteristics****Willingness to:**

Work overtime as requested.  
Assume responsibility for maintaining a safe working environment.

**Experience**

Eight years professional experience in mechanical engineering, including four years in a supervisory capacity in the electric or water utility field.

Power plant and project management experience is highly desirable.

**Education/Training**

Bachelor's Degree in Engineering.

**License(s)/Certification(s)**

Valid Class C California driver's license.  
Registration as a Professional Mechanical Engineer with the State of California.

**Note**

An equivalent combination of experience, education and/or training may substitute for the listed minimum requirements. However, there is no equivalent for Registration as a Professional Mechanical Engineer with the State of California.

**SELECTION PROCESS**

The examination will consist of an evaluation and an oral interview, with the evaluation as a qualifying step and the oral interview weighing 100% of your overall score. All applications, resumes and submitted reference materials will be reviewed and evaluated and only the best-qualified candidates based on applicable experience will be invited to the selection process. Any evaluation will be based on the candidate's education and experience as related to the position. Any examination will be to evaluate the candidate's education, experience, knowledge and skills for the position. The City of Glendale reserves the right to modify the above stated examination components and/or weights. Should this be necessary, the candidates will be notified of the specific examination components and weights prior to the administration of any examination. The selected candidate will be subjected to a background check including Livescan fingerprinting. TIME AND PLACE OF THE EXAMINATION WILL BE ANNOUNCED. The City of Glendale conforms with State and Federal obligations to make reasonable accommodation for applicants and employees with disabilities. The Human Resources Department asks that it be advised of special needs at least five days prior to the first test part so that a reasonable accommodation may be made. The provisions of this bulletin do not constitute an express or implied contract. In compliance with the Immigration Reform and Control Act of 1986, the City of Glendale requires that all new employees provide documentation to establish both work authorization and identity.

### Principal Mechanical Engineer Supplemental Questionnaire

- \* 1. Do you possess at least eight years of professional experience in mechanical engineering, including four years in a supervisory capacity in the electric or water utility field?  
 Yes    No
  
- \* 2. If you selected "Yes" for Question# 1, please provide specific details regarding your experience in mechanical engineering, AND your experience as a supervisor within the electric or water utility field. If you selected "No" for Question# 1, please type "N/A". Failure to answer this question thoroughly may preclude you from further consideration.
  
- \* 3. Do you possess power plant experience?  
 Yes    No
  
- \* 4. If you selected "Yes" for Question# 3, please provide specific details regarding your power plant experience. If you selected "No" for Question# 3, please type "N/A".
  
- \* 5. Do you possess project management experience?  
 Yes    No
  
- \* 6. If you selected "Yes" for Question# 5, please provide specific details regarding your project management experience. If you selected "No" for Question# 5, please type "N/A".
  
- \* 7. Do you possess a Bachelor's Degree or higher?  
 Yes    No
  
- 8. If you possess a degree, please enter the field of study.
  
- \* 9. Are you registered as a Professional Mechanical Engineer with the State of California? If "Yes", you MUST attach a copy of your certificate to your application. Failure to attach a copy of your certificate may preclude you from further consideration.  
 Yes    No
  
- \* 10. If you currently work for a public agency or have worked for one in the last 5 years, please list your position title as well as your final monthly salary or hourly wage.
  
- \* 11. Within the salary range as identified on this bulletin, what are your salary expectations for this position?

\* 12. How did you FIRST learn about this position?

- City of Glendale Website
- Visited Human Resources in person
- Currently a City employee
- GTV6
- Glassdoor
- GovernmentJobs
- Indeed
- LinkedIn
- Twitter
- Other

\* Required Question