

THE CITY OF WEST HOLLYWOOD
INVITES APPLICATIONS FOR

**SENIOR PLAN
CHECK ENGINEER**

84

\$8,407 - \$10,742
MONTHLY



Application Deadline: July 7, 2017



City of West Hollywood
California 1984

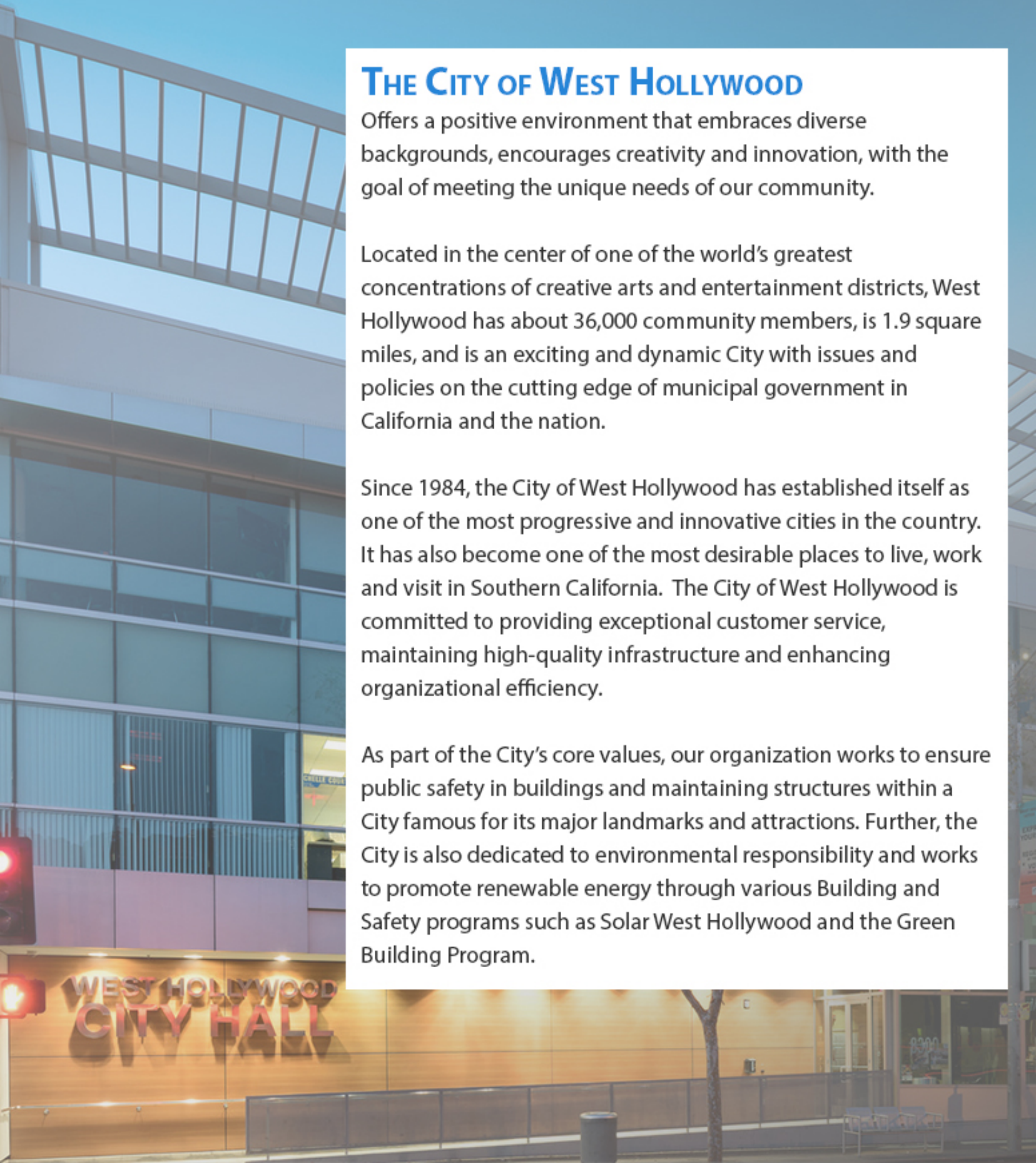
THE CITY OF WEST HOLLYWOOD

Offers a positive environment that embraces diverse backgrounds, encourages creativity and innovation, with the goal of meeting the unique needs of our community.

Located in the center of one of the world's greatest concentrations of creative arts and entertainment districts, West Hollywood has about 36,000 community members, is 1.9 square miles, and is an exciting and dynamic City with issues and policies on the cutting edge of municipal government in California and the nation.

Since 1984, the City of West Hollywood has established itself as one of the most progressive and innovative cities in the country. It has also become one of the most desirable places to live, work and visit in Southern California. The City of West Hollywood is committed to providing exceptional customer service, maintaining high-quality infrastructure and enhancing organizational efficiency.

As part of the City's core values, our organization works to ensure public safety in buildings and maintaining structures within a City famous for its major landmarks and attractions. Further, the City is also dedicated to environmental responsibility and works to promote renewable energy through various Building and Safety programs such as Solar West Hollywood and the Green Building Program.





The Division

The Building and Safety Division is responsible for enforcement of codes and regulations through the permit and plan check review process, inspection of construction projects and providing direct assistance to the West Hollywood community. The Division is also responsible for enforcement of the

California State accessibility regulations and energy conservation regulations. Additionally, the Building and Safety Division administers programs such as Solar West Hollywood, WeHo Seismic Retrofit Program and Green Building Program.

The Position

The Senior Plan Check Engineer reports to the Building and Safety Manager/Building Official and conducts complex, technical reviews of architectural, structural, building plans for residential and commercial structures, ensuring compliance with codes, local ordinances and

governmental requirements. This position is responsible for over-the-counter plan check services and will interact with a variety of high level individuals, including architects, engineers, developers and design professionals.

The Ideal Candidate

- Experienced in reviewing architectural, structural, building plans for code and regulatory compliance
- Proficient in interpreting and handling various types of complex plans, documents and building code issues and questions
- Knowledgeable of CalGreen and Energy Compliance Standards
- Strong interpersonal skills in working with various groups of individuals internally and externally

The Qualifications

- Bachelor's degree from an accredited four-year college or university in Civil or Structural Engineering, Architecture, or a related field; and,
- Three (3) to five (5) years of progressively responsible experience in reviewing plans, plan checking, and project management; or,
- Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.
- ICBO/ICC Certified Plans Examiner
- Registration as a Professional Civil Engineer or Licensed Architect in the State of California (preferred)

The Compensation

The salary for this position is within an established monthly range of \$8,407 - \$10,742 , and will be dependent upon the qualifications and experience of the selected candidate.

The Perks

- **RETIREMENT**

California Public Employees' Retirement System (CalPERS). Retirement formula based on appointment date and membership status with CalPERS (2.7% @ 55 for Classic Members or 2% @ 62 for New Members)

- **HEALTH PLAN**

City-paid medical, dental, vision insurance

- **DEFERRED COMPENSATION**

City contribution of \$100.00 per month.

- **RETIREE HEALTH SAVINGS**

City contribution of \$100.00 per month.

- **PAID LEAVES**

Vacation: 80 hours the first year; 120 hours years 2 - 9; increasing to 160 hours after 10 years of service

Sick Leave: 96 hours per year

Holidays: 10 paid City holidays and 36 hours of floating holiday leave.

Administrative Leave: 4 hours per month.

- **DISABILITY INSURANCE**

66-2/3% of salary to a cap of \$5,000 per month, after a 30-day elimination period.

- **LIFE INSURANCE**

Equal to 1.5 times of annual salary to a cap of \$100,000 plus \$20,000.

- **TUTION REIMBURSEMENT**

- **OPTIONAL BENEFITS**

AFLAC, Long-Term Care, Supplemental Life Insurance, Pre-Paid Legal Services, Flexible Benefit Plan for medical reimbursement and dependent care assistance and cash out of Vacation and Administrative Leave.

To Apply:

APPLICATIONS ARE DUE JULY 7, 2017 AT 5:00 PM

Applicants must submit a City job application and supplemental questions with the Human Resources Division by the filing deadline. To apply and view additional job information please visit www.weho.org/services/employment .

If you are unable to submit your application materials online you can obtain an application package by contacting (323) 848-6860 or at City Hall, 8300 Santa Monica Blvd., West Hollywood, CA 90069. Postmarks will not be accepted. AA/EOE. The City of West Hollywood is an equal opportunity employer. The City provides equal employment opportunities (EEO) and prohibits harassment and discrimination in employment because of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, medical condition, genetic information, military and veteran status, age and pregnancy.

If you have questions or need special accommodations with the recruitment process, please contact:
Clarice Trinidad - P: (323) 848-6418 E: ctrinidad@weho.org