



The County of Humboldt



*Invites your interest
for the position of*

**County Surveyor
within the Department of Public Works**

\$10,961 to \$14,065 monthly

Filing deadline: June 1, 2022

In person Public Works interviews: June 15, 2022

**In person Board of Supervisors appointment
interviews: June 28, 2022**

About Humboldt County: Humboldt County is a densely forested, mountainous, and rural county with about 110 miles of coastline (more than any other county in the state) and is situated along the Pacific coast in northern California's rugged Coast Mountain Ranges. Humboldt County is located in the northwest area of the state and is approximately five hours drive from the Bay Area and three hours from Redding. Outdoor recreational opportunities are abundant with numerous rivers, beaches, city parks, county parks, Bureau of Land Management public lands, Redwood State Parks, and Redwood National Park. Residents enjoy hiking in the majestic redwoods, salmon fishing in the Klamath River, walking & biking on community trails, mountain biking in the hills, and surfing in the Pacific Ocean. Over 100 miles of stunning beaches, dramatic mountain ranges, groves of enormous redwoods, scenic farms and ranch lands in rolling foothills, and dramatic vistas of valleys contribute to the quality of life enjoyed by over 135,000 residents and the numerous tourists who visit the area year-round. The area is host to a vibrant art community, music festivals, farmer's markets, and local beer and wine producers. Eureka, the County seat, was ranked number seven in best places to live in the west by *Sunset Magazine*. Eureka was ranked as one of the Best Small Towns by *Outside Magazine*.



With nearly 1,500,000 acres of combined public and private forest in production, Humboldt County alone produces twenty percent of total volume and thirty percent of the total value of all forest products produced in California. The County contains over forty percent of all remaining old growth Coast Redwood forests, the vast majority of which are protected or strictly conserved within dozens of national, state, and local forests and parks, totaling approximately 680,000 acres (Wikipedia, July 2018).

There are seven incorporated cities in the County; Arcata, Blue Lake, Ferndale, Fortuna, Rio Dell, and Trinidad are all within a thirty-minute drive to Eureka. The County is served by U.S. 101, State Route 36, and State Route 299. The average commute time is about 15 minutes. The County also has a commercial airport (Airport code ACV) in McKinleyville with daily flights to San Francisco, Los Angeles, and Denver. The County offices are located in the City of Eureka, the largest incorporated city in the County with a population of approximately 27,000. The County boasts affordable coastal living compared to other coastal communities in California with an average median single-family home price of \$469,300 (realtor.com, March 2022). Eureka has a pleasant year-round coastal climate with summer temperatures ranging from 52 to 62°F and winter temperatures ranging from 40 to 55°F. Several miles inland the temperature range is significantly warmer.



County Government: Humboldt County has over 2,200 employees with an all-funds operating budget of \$505,000,000. The County is a general law county. The Board of Supervisors, which serves as the legislative and executive body of county government and many special districts, is comprised of five full-time members elected by their respective districts. The Board is elected to alternating four-year terms with elections conducted in even numbered years. The Board appoints the County Administrative Officer who oversees County operations. The County also has five elected Department heads and thirteen Board appointed Department Heads. The Director of Public Works is appointed by the Board and the current director has served in this capacity since 2005. In addition, the County Surveyor is appointed by the Board of Supervisors but is supervised by the Director of Public Works.

The Position and Ideal Candidate: Humboldt County Public Works is looking for our next County Surveyor for our Land Use Division. The County Surveyor is expected to be hands on in moving projects forward. The Department is seeking an energetic applicant with excellent oral and written communication skills. This is a people person job that requires working closely with the public, staff, and outside agencies. The minimum qualifications for this position include possession of a valid license to practice as a Land Surveyor in the State of California and four years of increasingly responsible experience in the field, with two years' experience on major construction projects and supervisory experience. Knowledge of budgeting, supervision, and administration are essential.

An engaging and active leadership style that positively impacts and influences the work environment will also be essential in this position. The ideal candidate will develop and maintain positive relationships with various County Departments as well as regional, state, and federal partners, while enhancing communications and work relationships throughout the Department and overall County operations.

The County Surveyor provides management for the Survey Section and Right of Way & Real Property Section of the Land Use Division within the Department of Public Works.

Survey Section: This Section assists the Engineering Division with capital improvement projects by providing the necessary topographic, right of way, and construction surveys. The crews use state of the art equipment such as global positioning satellites (GPS) technology, total stations, and data collectors. The Section also produces field notes, legal descriptions, corner records, record of survey maps, etc. The Section is staffed with two Survey Party Chief positions. The County Surveyor provides for the review and approval of Corner Records, legal descriptions, Subdivision Maps within the unincorporated County, and Record of Survey maps. These functions are governed by the County Subdivision Ordinance, State Subdivision Map Act (Government Code), and the State Business & Professions Code. The County Surveyor also oversees the monument preservation fund which consists of fees collected by the County Recorder.

Right of Way & Real Property Section: The real property functions performed by the Section include maintaining documents related to the real property owned by the County. These include County buildings such as the Clark Complex and Road Maintenance Stations, County Parks, and vacant land. The Section is responsible for leasing private property for Department of Public Works uses. The right of way functions performed by the Section include maintaining documents related to the various right of ways the County owns. These include public road easements, public utility easements, drainage easements, vehicular access rights restrictions, slope easements, etc. The Section also assists the Engineering Division with construction projects by acquiring any needed right of way. The Section performs title searches and prepares appraisals. This Section is staffed with two Senior Real Property Agents.

Call Us: Questions concerning the position should be directed to Tom Mattson, Director of Public Works, at (707) 445-7491.

Equal Opportunity: The County of Humboldt is an equal opportunity employer and a drug-free/smoke-free workplace. The County seeks candidates who can make contributions in an environment of cultural and ethnic diversity. The County provides reasonable accommodation for individuals with disabilities. If candidates require special arrangements to participate in the selection process, they should state their needs in writing when applying.



Compensation and Benefits: The monthly salary range is from \$10,961 to \$14,065. The County offers a generous benefit package that includes paid vacation, paid sick leave, paid family sick leave, health insurance, life insurance, CalPERS retirement, dental insurance, and vision insurance.

Benefit	Details
Paid Vacation Leave	12 days per calendar year through the 3 rd year of service. 15 days per calendar year for years 4 through 10 of service. 20 days per calendar year for years 11 through 15 of service. 25 days per calendar year for years 16 through 20 of service. 30 days per calendar year for years 21 of service and beyond.
Vacation Buy Back	Up to 120 hours of accrued vacation time may be converted to cash or deferred compensation in November each year
Paid Administrative Leave	10 days per fiscal year
Education Reimbursement	Up to \$800 per fiscal year
Longevity Incentive Pay	10 steps (roughly 5%) after completing 10 years of service. Additional 10 steps (roughly 5%) after completing 20 years of service.
Paid Sick Leave	12 days per calendar year; with unlimited accumulation.
Paid Family Sick Leave Time	5 days per calendar year.
Paid Holidays	13 paid days per calendar year (includes 2 personal holidays).
Retirement	CalPERS (3 tiers based upon date of employment): <ul style="list-style-type: none"> • Tier I: Prior to 7/5/2012: 2.7 @ 55 • Tier II: Post 7/6/2012: 2.0 @ 55 • Tier III: Post 1/1/2013: 2.0 @ 62 The County also participates in Social Security. A 451 Plan available, which is similar to a 401K plan, but there is no County match.
Health Insurance	The County participates in the CalPERS health insurance program, providing several options for employees. The County pays nearly all of the employee premium and a portion of dependent coverage. <ul style="list-style-type: none"> • County contributes \$507.79 per month for "employee only" • County contributes \$782.12 per month for "employee and 1 dependent" • County contributes \$946.92 per month for "employee with 2 or more dependents" See website for details: https://humboldt.gov/2334/Health-Insurance-Information If you have coverage elsewhere, "Opt-Out cash payment" is \$493.00 per month.
Dental Insurance	Insurance premium for employee and family is paid in full by County. See website for coverage details and deductibles: https://humboldt.gov/343/Dental
Vision Insurance	Insurance premium for employee and all family members on the employee's county health insurance plan is paid in full by County. See website for coverage details and deductibles: https://humboldt.gov/355/Vision
Life Insurance	\$20,000 with premium paid by County. Additional insurance may be purchased by employee. See website for details: https://humboldt.gov/349/Life-Insurance
Flexible Schedule	Normal hours for this position are Mondays through Fridays from 8:00 AM to 5:00 PM; with 1 hour lunch from 12:00 PM to 1:00 PM, and two 15-minute breaks. The Department offers flexible work schedule options for this position such as a 4/10 schedule with every Friday off. Other schedules proposed by employees will be considered on a case-by-case basis.

Questions concerning benefits should be directed to the Risk Management Department at 707 268-3669. The benefit information listed above is based on the 2022 rates for Humboldt County employees.

The Process: To apply for this unique and exceptional career opportunity and to view the complete job description, please visit the County website at: <https://www.governmentjobs.com/careers/humboldtcountyca>.

The final filing date for this recruitment is Wednesday, June 1, 2022. In person Public Works interviews are scheduled for Monday, June 13, 2022. In person Board of Supervisors appointment interviews are scheduled for Tuesday, June 28, 2022.