



# JOB OPENING ANNOUNCEMENT

Apply On-line at <https://www.caltrain.com/about-caltrain/jobs>  
Employment Hotline (650) 508-6308

August 18, 2023

**TITLE:** Engineer III, ROW (Right of Way)  
**EMPLOYMENT TYPE:** Exempt  
**DIVISION:** Rail Operations and Maintenance  
**APPLICATION DEADLINE:** Sunday, September 3, 2023  
**PAY RANGE:** \$2117-3175 weekly (\$110,089-\$165,134 estimated annual)  
**WORK LOCATION:** Menlo Park, CA

**JOB SUMMARY:** The Engineer III Right of Way (ROW) reports to the Director, Railroad Maintenance and is responsible for coordinating all railroad ROW activities with federal, state, local public works agencies, regulators, contractors, and other outside parties for the Peninsula Corridor Joint Powers Board (Caltrain)

## **EXAMPLES OF ESSENTIAL FUNCTIONS:**

- Ensure ROW complies with Caltrain engineering standards, and construction activities including state of good repair programs,
- Develop and administer short- and long-term railroad ROW maintenance and capital improvement plans, including ROW fencing and ROW signage.
- Develop railroad ROW standards and procedures.
- Collaborate with internal and external stakeholders on ROW related issues.
- Monitor the railroad ROW maintenance programs performed by contract operator and third-party contractors.

## **EXAMPLE OF DUTIES:**

- Perform regular ROW inspections and other site inspections during construction and maintenance projects.
- Identify and resolve ROW related issues such as encroachments, land survey concerns, illegal dumping, hazardous waste, graffiti abatement, and homeless encampments.
- Review all ROW agreements prior to client approval and court filing.
- Primarily responsible for E-filing ROW and Easement agreements.
- Represent Caltrain in the development and negotiation of contract operator annual right of way maintenance plans and budgets.
- Ensure all third-party personnel undergo safety training.
- Perform all job duties and responsibilities in a safe manner to protect one's self, fellow employees, and the public from injury or harm. Promote safety awareness and follow safety procedures in an effort to reduce or eliminate accidents.
- Perform other duties as assigned.

**SUPERVISION:** Works under the general supervision of the Director, Operations and Maintenance who establishes goals and objectives and evaluates performance.

**MINIMUM QUALIFICATIONS:** Sufficient experience, training and/or education to demonstrate the knowledge and ability to successfully perform the essential functions of the position. In lieu of a degree, work-related experience that demonstrates the skills and experience necessary to perform this role will be accepted. Development of the required knowledge and abilities is typically obtained through but not limited to:

- Bachelor's degree in civil engineering, mechanical engineering, or a related field preferred.
- Four (4) years of experience in maintenance and construction experience in railroad or public works agency.

**PREFERRED QUALIFICATIONS:**

- Willing to respond 24/7 to service and operational needs in a variety of weather and road conditions.
- Possess effective oral, written, and presentation communication skills.
- Possess a valid California driver license with safe driving record.

**SELECTION PROCESS:**

The process may include a written and skills test assessments or supplemental questions and will require a panel interview. Only those candidates who are the most qualified will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to continue in the process.

**CURRENT EMPLOYMENT BENEFITS:**

For further Benefits details please go to: <https://www.caltrain.com/about-caltrain/jobs/employee-benefits>

Holidays:	Seven (7) paid holidays, plus up to four (4) floating holidays per year
Paid Time Off:	Up to 26 days per year
Cafeteria Plan:	Medical, dental, vision care, group life insurance, and more
Transportation:	Free transportation on Caltrain for employees. Free bus transportation for employees and qualified dependents
Retirement:	Social Security and California Public Employees Retirement Systems (CalPERS) <ul style="list-style-type: none"><li>○ Classic Members – 2% @ 60 benefit formula, 3-year average of highest compensation</li><li>○ New Members – 2% @ 62 benefit formula, 3-year average of highest compensation</li></ul>

**HOW TO APPLY:**

- To apply, please visit the <https://www.caltrain.com/about-caltrain/jobs>. Complete an online employment application and supplemental questionnaire by 11:59 pm on **Sunday, September 3, 2023**. A resume will not be accepted in lieu of the application and supplemental questionnaire (If required). Incomplete application will not be considered.
- The Human Resources Department will make reasonable efforts in the recruitment/examination process to accommodate applicants with disabilities upon request. If you have a need for an accommodation, please contact the Human Resources Department at (650) 508-6308.
- SamTrans celebrates diversity and is committed to creating an inclusive, and welcoming workplace environment. We are an Affirmative Action/Equal Opportunity Employer. Minorities, Women, Persons with Disabilities and Veterans are encouraged to apply.