

**CLARK COUNTY**

Department of Human Resources  
500 S. Grand Central Pkwy, 3rd Floor,  
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Las Vegas, NV 89155-1791

<http://www.clarkcountynv.gov>

**INVITES APPLICATIONS FOR THE POSITION OF:  
PRINCIPAL ENGINEER/ARCHITECT**

Department Name: Building & Fire Prevention  
Exam Number: 18094X

**SALARY**

\$80,641.60 - \$124,945.60 Annually

**OPENING DATE:** 07/14/20

**CLOSING DATE:** 08/14/20 05:01 PM

**ABOUT THE POSITION:**

The Clark County Building & Fire Prevention Department is actively hiring for a Principal Engineer/Architect. The candidate will plan, supervise, review and evaluate the work of professional and technical support staff, administers building plan review, quality assurance, building inspection, construction material testing, grading, fire and life safety and related building and safety programs; performs professional level engineering or architectural review for difficult, complex and/or sensitive plan review and/or inspection.

This examination will establish an Open Competitive and Promotional list to fill current and/or future vacancies that may occur within the next six (6) months or may be extended as needed by the Office of Human Resources.

**The Department of Building & Fire Prevention is requiring each candidate to submit a current resume as part of their application package. Resumes must be attached to the on-line application or the application will be considered incomplete. The submitted resume will not be accepted without a completed online application.**

**MINIMUM REQUIREMENTS**

**Education and Experience: Bachelor's Degree in Engineering or Architecture AND five (5) years of full-time professional level plan checking, design and/or field project management experience. Prior lead or supervisory experience may be required. Equivalent combination of formal education and appropriate related experience may be considered.**

Qualifying education and experience must be clearly documented in the "Education" and "Work Experience" sections of the application. Do not substitute a resume for your application or write "see attached resume" on your application.

**Note: Resumes must be attached to the on-line application or the application will be considered incomplete. The submitted resume will not be accepted without a completed online application.**

**Working Conditions:** Work with exposure to potential hazards at various construction sites.

**Licensing and Certification:** Must possess a valid Nevada Class C driver's license at time of appointment. Must possess valid registration as a professional engineer or architect in the State of Nevada. If registered in another state, must obtain Nevada registration within one (1) year of the date of hire.

**Background Investigation:** Employment is contingent upon successful completion of a background investigation. Periodically after employment background investigations may be conducted.

**Pre-Employment Drug Testing:** Employment is contingent upon the results of a pre-employment drug examination.

### **EXAMPLES OF DUTIES**

Plans, organizes, assigns, supervises, reviews and evaluates the work of professional engineering and technical support staff, often through a subordinate lead level position in engineering design, construction and maintenance activities. Recommends selection of staff; trains staff and provides for their professional development; administers discipline as required. Provides input into the unit's budget; assists in planning goals, objectives procedures and work standards for the unit. Contributes to the overall quality of the department's service provision by developing and coordinating work teams and by reviewing, recommending and implementing improved policies and procedures. Reviews and examines plans, computer-generated and manual calculations and related documents for residential, commercial, industrial, airport and amusement rides and related resort projects for compliance with codes, ordinances and regulations. Performs professional level engineering planning, design and construction oversight. Provides technical assistance to plan check, building inspection and other technical staff in areas of expertise. Confers with developers, engineers, architects, contractors, property owners and others to explain codes, regulations and procedures. Directs and performs project feasibility and cost studies. Monitors developments in the construction field; identifies needed changes to codes and regulations; evaluates alternatives, drafts recommended changes and/or recommends methods to meet codes using new technology. Prepares requests for proposal; administers professional service contracts; oversees contractor assignments. Maintains liaison with other County departments, various utility, governmental agency and County departmental staff; ensures that building codes are met in assigned projects. Directs the maintenance of and maintains accurate records and files and prepares a variety of periodic and special reports and correspondence. Assists in preparing litigation documentation and may testify in court as an expert witness. Drives a personal or County motor vehicle to attend meetings and visit various County work sites. May direct the work of maintenance staff, depending upon assignment. Uses standard office equipment, including a computer, in the course of the work.

### **PHYSICAL DEMANDS**

Mobility to work in a typical office setting, use standard office equipment and to drive a motor vehicle in order to visit work sites and attend meetings; strength and stamina to inspect various construction projects and facilities; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or over the telephone. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

*An Equal Opportunity Employer*

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## **PRINCIPAL ENGINEER/ARCHITECT Supplemental Questionnaire**

- \* 1. **The following questions 1-5 will be used to assist in determining if candidates meet the minimum qualifications.**

Which describes your highest level of education?

- High School Diploma or GED
  - Trade School or Technical Degree
  - Some College (1-29 credits)
  - Some College (30-59 credits)
  - Some College (60-124 credits)
  - Associates Degree
  - Bachelor's Degree
  - Master's Degree or higher
  - None of the above
- \* 2. Please indicate the major of your degree and/or college coursework completed.
- Architecture
  - Construction Management
  - Engineering
  - Geology
  - Physics
  - Related Field
  - N/A
- \* 3. If you indicated "Related Field" in **Question 2**, please list your degree major/or college coursework completed. If this does not apply, type N/A.
- \* 4. **Certification:** Select all current and valid professional certifications you hold.
- Professional Engineer
  - Professional Architect
  - None of the above
- \* 5. Are you registered as a professional engineer or architect in the State of Nevada or another state?
- Yes    No
- \* 6. Do you possess a valid Nevada Class C Driver's License?
- Yes    No
- \* 7. In order to be considered for this position, you must include your resume in addition to the application. Applications submitted without resume will be considered incomplete. Resumes may be attached to the on-line application or emailed to [Derrick.Perry@clarkcountynv.gov](mailto:Derrick.Perry@clarkcountynv.gov). All application materials must be received by the closing date listed on the posting announcement.
- I understand I must attach or email a resume in order to be considered for this position by the closing date listed on the posting announcement.
- \* 8. **The following skills assessment is a self-assessment used to evaluate an applicant's training and experience.**  
**I understand that:**  
**A) Part-time experience must be prorated and credited as half of full-time experience (i.e., if you performed the task for two years in a part-time position, 20 hours per week, you can only credit yourself with one year of experience in that area)**  
**B) Knowledge and experience levels indicated by my skills assessment responses must be supported by the work experience listed on my application;**  
**C) Any falsification or misrepresentation of the information listed on the employment application or skills assessment may result in removal from the eligibility list or rescinding a job offer;**  
**D) Responses to assessment questions that are not supported by the work history listed on the application may result in question scores being adjusted to receive 0 points. The adjusted scores will be used when determining score**

**ranking for interviews;**

**E) I further understand that since exam scores will be automatically generated based on the applicant's response to each item in the assessment, score appeals will not be allowed for this recruitment.**

I understand this recruitment includes a supplemental skills assessment and that the answers I provide must be consistent with the work history detailed on my application and that scoring appeals will not be allowed for this recruitment.

- \* 9. How many years of full-time professional experience do you have in plan review?
- No Experience
  - Less than 1 year
  - 1 to 2 years
  - 2 to 3 years
  - 3 to 5 years
  - 5 or more years
- \* 10. Describe in detail your professional experience in performing geotechnical/civil design and/or plan review. Indicate if you have supervised a workgroup that performed these types of activities.  
Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.  
Employer Name:  
Job Title:  
Hours Worked Per Week:  
Dates of Employment:  
Supplemental Question Answer:
- \* 11. How many years of full-time professional experience do you have in design and construction of residential and commercial structures?
- No Experience
  - Less than 1 year
  - 1 to 2 years
  - 2 to 3 years
  - 3 to 5 years
  - 5 or more years
- \* 12. Describe in detail your professional experience in performing structural design and/or plan review. Indicate if you have supervised a workgroup that performed these types of activities.  
Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.  
Employer Name:  
Job Title:  
Hours Worked Per Week:  
Dates of Employment:  
Supplemental Question Answer:
- \* 13. How many years of full-time professional experience do you have in field project management experience?
- No Experience
  - Less than 1 year
  - 1 to 2 years
  - 2 to 3 years
  - 3 to 5 years
  - 5 or more years
- \* 14. How many years of full-time professional experience do you have in a lead or supervisory

role?

- No Experience, Less than 1 year
- 1 to 2 years
- 2 to 3 years
- 3 to 5 years
- 5 or more years

- \* 15. Please describe in detail your experience supervising or managing a workgroup. Specify the work functions performed by the group and describe the extent of your responsibility over this group.

Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.

Employer Name:

Job Title:

Hours Worked Per Week:

Dates of Employment:

Supplemental Question Answer:

- \* 16. How many years of full-time professional experience do you have interpreting building construction codes and regulations.

- No Experience
- Less than 1 year
- 1 to 2 years
- 2 to 3 years
- 3 to 5 years
- 5 or more years

- \* 17. Please describe in detail your experience in reading and interpreting construction plans. Indicate the variation in types of projects for the plans you have worked with.

Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.

Employer Name:

Job Title:

Hours Worked Per Week:

Dates of Employment:

Supplemental Question Answer:

- \* 18. Please describe in detail your experience in performing special inspection and materials testing. Indicate whether projects were residential or commercial; list the types of construction projects involved, the types of materials inspected and/or the tests performed and if you have supervised a workgroup that performed these types of activities.

Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.

Employer Name:

Job Title:

Hours Worked Per Week:

Dates of Employment:

Supplemental Question Answer:

- \* 19. Please describe in detail your experience in working with Amusement and Transportation Systems and/or approved Fabricator programs.

Complete a separate entry for each employer where your experience was obtained (see template below). Type N/A if you have no related experience.

Employer Name:

Job Title:  
Hours Worked Per Week:  
Dates of Employment:  
Supplemental Question Answer:

\* Required Question