



The City of Santa Paula invites
you to apply for the position of

Assistant Public Works Director / City Engineer

The City of Santa Paula is seeking a knowledgeable, hands-on professional to lead its Streets Division, oversee the Capital Improvement Program (CIP), provide engineering oversight and coordinate with Water, Wastewater and Stormwater teams to ensure infrastructure projects are on track and implemented efficiently. Bring your municipal engineering experience, problem-solving skills and collaborative spirit to a community where your work will be visible, impactful and valued.

Learn more within.



About the City of Santa Paula

Nestled in the heart of Ventura County, Santa Paula is a hidden jewel known for its rich agricultural heritage, small-town charm and stunning surroundings. With orange and avocado groves stretching across the Valley and the Pacific Coast just 14 miles away, Santa Paula offers a beautiful balance of rural character and proximity to the coast.

Why work for us?

This is an exciting moment to join Santa Paula’s team. The city is growing rapidly, with every street scheduled for improvement over the next five years and a Pavement Management Program that is transforming the community. You will have the opportunity to align underground utility work with road improvements, keep projects on schedule and ensure residents see the benefit of well-planned infrastructure upgrades.

The community is growing quickly, with a renewed focus on infrastructure investment and exciting improvements underway. Santa Paula is home to a collaborative, high-performing leadership team dedicated to public service and making a difference for residents.

Santa Paula is more than a place to work—it’s a place to put down roots, make an impact and help shape the future of a flourishing city.

Live

Santa Paula offers the warmth of a close-knit community with the convenience of being within easy reach of Ventura and Oxnard, and less than an hour from the stunning Santa Barbara coast. Housing options range from historic homes to newer neighborhoods, giving residents plenty of choice. Residents enjoy a range of parks, community events and local schools with a strong sense of pride and involvement. Outdoor spaces include trails at Harvest at Limoneria, George Harding Park and as well as the Santa Paula Creek Sports Park, which hosts summer concerts and other gatherings.

Play

Santa Paula is an outdoor enthusiast’s dream, offering hiking, swimming and adventure close by. Popular hikes include the scenic Santa Paula Canyon to First Falls trail, while the Santa Paula Punch Bowls reward you with natural swimming holes to cool off in.

For a change of scenery, the coast is just a short drive away – perfect for a day at the beach or a relaxed paddleboard outing – but most weekends, you’ll find plenty to explore right here at home.

Santa Paula By the Numbers



31,786
Population



18.7%
College Educated
(some college or more)



14
Miles from the Beach



35
Median Age of Resident



\$559,300
Median Home Value



50,000
Citrus Trees



\$77,130
Median
Household Income



69°
Average Summer
Temperature



55°
Average Winter
Temperature

Fun fact:
The City of Santa Paula
is known as the “Citrus
Capital of the World”.



The Public Works Department

Santa Paula's Public Works Department is responsible for the essential systems that keep the city functioning every day. From clean drinking water to safe streets and stormwater management, the department's work touches every resident and business in the community.

With a team of roughly 25 employees, Public Works oversees street maintenance, fleet services, water operations and stormwater compliance, while coordinating wastewater efforts with the Ventura County Wastewater District. Engineering services are primarily contracted out, but the Assistant Public Works Director/City Engineer will provide in-house expertise, supervising the Streets Division and Permit Technician, managing the Capital Improvement Program (CIP) and reviewing and approving public works plans and standards.

[Click here to learn more about the City's active CIP projects.](#)

The Public Works Department plays a critical role in keeping Santa Paula running:



Capital Improvement Program (CIP) Planning and Delivery

Developing, managing and updating the City's CIP to ensure timely delivery of road, water and wastewater projects that keep pace with growth.



Streets and Traffic Operations

Overseeing street maintenance, striping, signals and storm drain systems – with every street scheduled for improvement over the next five years.



Water and Wastewater Coordination

Supervising potable water operations, coordinating with the Ventura County Wastewater District and aligning underground utility upgrades with roadwork.



Engineering Review and Standards

Serving as City Engineer for subdivision map review, public right-of-way improvements, plan approvals and engineering standards.



Contract and Project Oversight

Managing public works construction contracts, reviewing work for compliance and keeping projects on time and within budget.



Team Leadership and Development

Reporting to the Public Works Director, this role supervises the Streets Division and Permit Technician, supporting a 25+ member department and helping build a collaborative, high-performing team culture.

Assistant Public Works Director/City Engineer Areas of Responsibility

- Leadership of Streets Division and Permit Technician
- Management and Delivery of the Capital Improvement Program
- Review and Approval of Public Works Plans, Maps and Standards
- Coordination of Water, Wastewater and Stormwater Projects
- Contract Administration and Project Compliance Oversight
- Budget Input, Monitoring and Resource Allocation
- Interdepartmental Collaboration to Keep Projects on Schedule
- Supporting a Safe and Efficient Team Culture





The Position

Assistant Public Works Director / City Engineer

As Santa Paula's next Assistant Public Works Director/City Engineer, you'll play a hands-on leadership role guiding the City's infrastructure projects and supervising key public works functions. Working closely with the Public Works Director, you'll oversee the Streets Division and ensure that the City's Capital Improvement Program delivers on its promise to transform the community.

This is a rare opportunity to lead major road and utility improvements, streamline processes and make a visible impact on how residents experience their city every day. You'll be joining a supportive, high-performing team with a clear mission: keep Santa Paula's infrastructure strong, reliable and ready for the future.

Reporting to the Public Works Director, you will:

- Serve as City Engineer, reviewing subdivision maps, approving public works plans and establishing engineering standards.
- Supervise the Streets Division and Permit Technician, ensuring high-quality maintenance and timely project delivery.
- Provide technical assistance and oversight to the department's operations, including Administration and Engineering, Fleet Maintenance, Streets Maintenance, Water and Wastewater.
- Plan, manage and update the City's Capital Improvement Program (CIP).
- Oversee public works construction contracts and verify compliance with approved plans and specifications.
- Coordinate with the Water Division and Ventura Regional Sanitation District to align underground utility upgrades with road work.
- Provide input on departmental budgets, monitor expenditures and support efficient use of resources.
- Collaborate across City departments to keep infrastructure projects on schedule and aligned with City priorities.
- Respond to resident concerns and resolve issues with a focus on customer service and community trust.

This role calls for a seasoned municipal civil engineer who combines strong technical knowledge with hands-on leadership and a commitment to getting projects delivered. The Assistant Public Works Director/City Engineer must be able to balance field operations with administrative oversight, coordinate across divisions and keep infrastructure projects aligned with community priorities.

[Click here to read the full job description.](#)



Our Ideal Candidate

The ideal Assistant Public Works Director/City Engineer is a practical, solutions-oriented leader with the technical expertise to manage complex infrastructure projects and balance engineering precision with real-world challenges. They excel at keeping projects moving under pressure and building strong relationships across departments and with the community.

Key Traits for Success:

- ▶ Calm and focused when navigating tight timelines or unexpected project challenges
- ▶ Clear, concise and proactive communication style with everyone from field crews to City leadership
- ▶ Eager to collaborate and work closely with water, wastewater and development services teams
- ▶ Confident in decision-making, while remaining open to input from others
- ▶ Skilled at setting expectations, providing guidance and trusting the team to deliver
- ▶ Growth-minded and committed to mentoring staff, including Streets Division employees and future engineers
- ▶ Approachable, fair and dedicated to building a positive, productive department culture



Qualifications

Education & Experience

- A bachelor's degree from an accredited college or university with major coursework in civil engineering or a closely related field is required. A Master's degree is highly desirable.
- At least five years of experience in the administration, engineering, inspection, operations and maintenance of public works. At least three years of experience in a supervisory capacity. Experience supervising office and field staff is highly desirable. Eight to twelve years of public sector experience; municipal civil engineering preferred.

Licenses & Certifications

- ▶ Possession of a valid certificate of registration as a Professional Civil Engineer issued by the California Board for Professional Engineers, Land Surveyors and Geologists is required.
- ▶ A valid Class C California driver's license.

Key Competencies



Project-Focused Mindset

You know how to turn plans into results – managing the CIP, coordinating with utilities and getting projects built efficiently and cost-effectively.



Technical and Regulatory Expertise

You have a deep understanding of streets, traffic, water, wastewater and stormwater systems and confidence in navigating the codes, standards and regulations that govern them.



Hands-On Leadership

You coach your team, stay close to the work and jump in to solve problems when needed.



Collaboration and Communication

You are skilled at working across departments and keeping everyone – from City Council to community members – informed and engaged.



Compensation & Benefits

Salary range: **\$132,600.00–\$161,220.80** annually

Retirement: Participation in CalPERS (2% @ 55 for classic members, 2% @ 62 for new members).
City match to deferred compensation contributions (457 plans).

Health & Wellness: Monthly cafeteria plan allowance toward medical, dental and vision premiums, plus FSA options.

Insurance Coverage: Employer-paid long-term disability and life insurance coverage up to \$100,000.

Leave Benefits: 96 hours of annual vacation leave, 96 hours of annual sick leave and 70 hours of administrative leave; 12 paid holidays and 2 floating holidays per year.

Professional Growth: Tuition reimbursement up to \$3,500 annually.

Auto Allowance: Monthly allowance provided (\$175 per month).

Additional benefits: Full details are available in the City's Employee Benefit Guide.

[Click here to read the full benefits guide.](#)

How to Apply

To be considered for this position, send your resume and cover letter to Christine Martin at Talent@TripepiSmith.com by **Monday, November 10, 2025**.

Candidates will be screened for qualifications following the submission deadline. If you require additional information or have questions, please contact Christine Martin at 949-993-6531.