



## DUTY STATEMENT

<b>DIVISION</b>	<b>CLASSIFICATION</b>	<b>POSITION NUMBER (Agency-Unit-Class-Serial)</b>
Facilities and Development	Engineer, Civil	549-864-3130-003
<b>DISTRICT/HQ SECTION</b>	<b>WORKING TITLE</b>	<b>CBID</b>
Southern Service Center	Coastal Engineer	R09
<b>SECTOR/HQ UNIT</b>	<b>REPORTING LOCATION</b>	<b>INCUMBENT</b>
Service Center	San Diego or Sacramento	
<b>STATE HOUSING</b>	<b>IMMEDIATE SUPERVISOR</b>	
Housing not available	Senior Civil Engineer	

### SENSITIVE POSITION DESIGNATION (Check if applicable)

Sensitive Position as designated by the Department per [California Code of Regulation \(CCR\) 599.961](#)

### POSITION DESCRIPTION

The reporting location for this position is either San Diego or Sacramento, CA.

Under the direction of the Senior Civil Engineer (Southern Service Center), the Civil Engineer serves as a member of the interdisciplinary Coastal Resilience (CORE) Program, supporting the implementation of the Department's Sea Level Rise Adaptation Strategy. The position provides engineering expertise to inform project formulation including development of design and construction drawings, specifications, detailed project cost estimates, and schedules for competitive bidding and construction. Working collaboratively with CORE Program members, districts, divisions, and partner agencies, the incumbent provides engineering guidance in the planning, design and implementation of coastal adaptation projects and coordinates project teams to deliver construction and maintenance related engineering services.

**ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.**

### ESSENTIAL FUNCTIONS:

%	TASK/DUTIES
30%	<b>CORE Program Development and Implementation</b> Participates as a member of the Department's Coastal Resilience (CORE) Program, supporting the development and implementation of program goals and initiatives consistent with the Department's Sea Level Rise Adaptation Strategy. Duties include providing engineering expertise in the formulation and evaluation of coastal adaptation projects, supporting the integration of engineering considerations into natural resource and facilities planning, and contributing to interdivisional and interagency coordination. The incumbent assists in developing tools, design guidance, and standards that improve the Department's ability to plan and implement resilient projects in the coastal zone. Prepares reports, briefings, and technical materials to support program communication, coordination, and decision-making.
30%	<b>Systemwide Support to District Programs</b> Provides engineering and technical support to districts in the planning, design, construction, and maintenance of assets and adaptation projects in coastal park units. Conducts site visits to evaluate existing field conditions and develop design concepts and construction drawings for coastal infrastructure, including drainage, access, and utility systems affected by sea level rise and coastal hazards. Develops and reviews design standards and details to ensure compliance with applicable codes and departmental guidelines. Performs construction engineering, including technical consultation, review of contractor submittals, and field inspections to verify compliance with plans and specifications. Conducts routine and emergency maintenance investigations to

	assess infrastructure performance and identify corrective measures that enhance coastal resilience, safety, and long-term system functionality. Provides guidance to districts on materials, design approaches, and construction practices suited to dynamic coastal environments.
<b>25%</b>	<b>Coastal Engineering and Design</b> Performs engineering design and prepares plans for projects that enhance the resilience of coastal park facilities to sea level rise, erosion, flooding, and other coastal hazards. Conducts site visits to evaluate field conditions and apply engineering principles, codes, and design standards to develop drawings, specifications, and cost estimates suitable for competitive bidding and construction. Designs may include shoreline stabilization, drainage improvements, access and utility modifications, and integration of retreat/ecosystem restoration, nature-based, or hybrid engineering solutions. Develops and reviews design standards, details, and specifications to ensure conformance with Departmental and industry standards and to support consistent, durable, and sustainable design practices. Provides technical consultation to project and construction staff throughout all project phases to ensure the successful implementation of coastal adaptation projects.
<b>10%</b>	<b>Policy and Guidance</b> Supports the development and implementation of Departmental Policy, standards, and guidance related to coastal engineering, facility adaptation, and sea level rise resilience. Participates in the evaluation and refinement of design criteria, technical specifications and best practices to ensure consistency with Departmental policy, the Sea Level Rise Adaptation Strategy, and applicable state and federal regulations. Provides engineering input on interdivisional policy discussions and assists in drafting or reviewing technical guidance, memoranda, standard plans to promote consistent, science-based approaches to coastal adaptation. Evaluates emerging engineering methods, materials, technologies for relevance to State Parks' needs and contributes to statewide training, knowledge sharing, and communication of lessons learned.
<b>MARGINAL FUNCTIONS:</b>	
<b>%</b>	<b>TASK/DUTIES</b>
<b>5%</b>	Other job-related duties as assigned and necessary for operational continuity. Attend staff meetings and trainings and prepare administrative paperwork to meet operational needs.
<b>TYPICAL WORKING CONDITIONS</b>	
Duties are performed in both office and field settings. Fieldwork may require long-distance travel by vehicle to remote park units and accessing field sites by foot, including in undeveloped or wilderness areas. The incumbent must be able to navigate uneven terrain, withstand exposure to variable weather conditions, and work in physically demanding environments.	
<b>TELEWORK DESIGNATION:</b>	
This position is designated as Telework Eligible - Office Centered.	
<b>SPECIAL REQUIREMENTS:</b>	
Willingness to travel throughout the State and occasionally work irregular hours, as needed. Possession of a valid class C driver's license is required.	

The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.

**SUPERVISOR STATEMENT:**

I CERTIFY THIS DUTY STATEMENT REPRESENTS AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION. I HAVE DISCUSSED THE DUTIES OF THIS POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE WITH A COPY OF THIS DUTY STATEMENT.

SUPERVISOR NAME (PRINT OR TYPE)	SUPERVISOR SIGNATURE	DATE

**EMPLOYEE STATEMENT:**

I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT.

EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE