



**PORT OF GUAM**  
 ATURIDAT I PUETTON GUAHAN  
 Jose D. Leon Guerrero Commercial Port  
 1026 Cabras Highway, Suite 201, Piti, Guam 96925  
 Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445  
 Website: www.portguam.com



Lourdes A. Leon Guerrero  
 Governor of Guam  
 Joshua F. Tenorio  
 Lieutenant Governor

**AN EQUAL OPPORTUNITY EMPLOYER**

# **ANNOUNCEMENT**

**OF**

**OPEN AND PROMOTIONAL COMPETITIVE EXAMINATION  
 FOR THE FOLLOWING CLASS TO  
 ESTABLISH A LIST**

<b>Position Title:</b>  <p style="text-align: center;"><b>ENGINEER I</b></p>	<b>Job Announcement No:</b>  <p style="text-align: center;"><b>21-22</b></p>
<b>Grade: JJ</b> <u>MINIMUM</u> <u>MAXIMUM</u> Step 6/Sub-Step C    Step 7/Sub-Step C \$53,669.00                      \$55,848.00  <b>Promotion:</b> *Salaries beyond the maximum range will be allocated in accordance with promotional guidelines.	<b>Opening Date:</b>  <p style="text-align: center;"><b>May 10, 2022</b></p> <b>Closing Date:</b>  <p style="text-align: center;"><b>May 23, 2022</b></p>

**JOB LOCATION:** The position is located in the Engineering/CIP Division of the Port Authority of Guam.

**AREA OF CONSIDERATION:** Open to the public, Port Authority of Guam, and Government of Guam Employees.

It is the policy of the Port that there shall be no discrimination against any person on the basis of race, color, sex, including sexual harassment and orientation, religion, national origin, age, marital status, creed, physical or mental disability, or political affiliation or retaliation., except for positions requiring bona fide occupational qualifications.

**NATURE OF WORK:** This is a routine professional civil, mechanical, electrical, telephone, traffic, environmental or architectural engineering work. Employees in this class perform routine professional engineering duties independently after initial training and work under closer supervision on a variety of more complex developmental assignments.

**ILLUSTRATIVE EXAMPLES OF WORK:** *(These examples do not include all the duties and responsibilities, which may be assigned; nor do the examples include all the duties, which may be performed.)*

**CIVIL:**

Designs the preparation of roadway plans involving a variety of conventional features; or performs moderately complex design including features as complex interchanges and intersections, extreme terrain problems or other novel and usual problems. Designs major structures and bridges or performs moderately complex structural engineering work associated with pre-designed investigations and preliminary and final design analysis; structurally analyzes and designs determinate and indeterminate structures. Performs stress analyses of components of bridges, culverts, sign supports and special structures; completes structure design including notes and sketches. Supervises and advises structural details on preparation of advance design drawings and reviews plan completed by details; inspects job sites to advice and assists construction personnel with usual structure construction problems. Researches and develops new systems and programs for structural engineering applications; implements computer structural program for analyses and computation of moments, shear, reaction, deflection and stress data. Serves as project engineer on construction projects involving a variety of conventional problems; reviews and inspects construction plans, specifications and sites; oversees staking of projects; resolves routine problems with contractor; recommends approval of conventional changes and work order, referring unusual deviation and problems to supervisor. Develops preliminary plans and studies; develops engineering plans and specifications for all new construction remodeling and major maintenance, construction and inspection personnel in analyzing problems of mechanical problems. Performs non-routine testing of rails, cements, aggregates, highway chemical, bituminous materials and other items. Performs technical inspections such as ultrasonic, penetrant dye and configuration inspection. Collects, reduces, compiles and analyzes test and field data relating to materials and procedure of highway maintenance and construction. Performs related duties as required.

**MECHANICAL:**

Advise and instructs water works and sewage disposal and industrial waste treatment plant operators on effective methods of operation, necessary and advisable mechanical adjustments and improvements, installation cost and engineering sanitary principles. Consults with employees, management personnel, engineers or local health department personnel on routine matters relating to handling and treatment of wastes and; control and prevention of air, water, noise, and land pollution. Designs mechanical engineering systems for small construction and remodeling projects. Performs hydraulic calculations and design of bridges, culverts, storm sewers, irrigation and inlet layout and sizing; performs drafting of bridge and other hydraulic plans. Performs hydraulic design duties involving the evaluation of engineering information, determining design discharges, reviewing previous designs and procedures. Compiles and authors engineering specifications and agreements; investigates new methods, procedures and materials for possible inclusion into specifications; evaluates engineering and technical to be satisfied in division agreement. Performs administrative engineering work in scheduling, coordinating, facilitating and reviewing highway construction project plans, contracts, authorizations and documents. Prepares reports with recommendations for corrective measures to be taken and makes follow-up investigations. Performs related duties as required.

**ELECTRICAL:**

Prepares designs, plans, estimates and performs routine engineering work on specifications associated with pre-design investigation and preliminary and final design analyzes. Prepares designs, plans and specifications for the construction and maintenance of the island-wide power transmission and distribution lines. Performs calculations applying standard formula; prepares graphs, curves, and table for other engineer's records factual data test and observation studies; performs drafting and detail designs; and searches technical reports to obtain information. Prepares or analyzes reports and project write-ups for the system in the electrical power generation, transmission and distribution fields. Prepares material estimates for the installation, maintenance, repairs and alteration of electrical system and associated components such as power and light distribution systems; cathodic protection systems; generators, motors, transformers, electrical control devices and instruments; writing and supportive structures and similar equipment. Performs routine inspection on the systems and components; prepares and maintains inspection reports. Designs electrical engineering system for small construction and remodeling projects. Develops reviews and oversees the installation and maintenance of illumination, power transmission systems, electrical machinery and apparatus. Makes recommendations regarding the approval of change orders. Conducts investigations, evaluations, and surveys; prepares feasibility reports and construction cost estimates on special studies of complex design problems. Performs related duties as required.

**TELEPHONE:**

Prepares designs, plans, estimates and performs routine engineering work on specifications associated with pre-design investigation and preliminary and final design analyses. Designs, develops, investigates and analyzes engineering projects for traffic, transmission, equipment, and telephone system protection for outside and inside plants. Supervises traffic equipment and arrangement of central office and trunking equipment. Inspects and directs various traffic projects, transmission and protection projects for conformance to plans and specifications. Performs calculations applying standard formula; prepares graphs, curves, and tables for other engineers; records factual data test and observation studies for the use of traffic equipment. Performs drafting and designs for cable plant or maintenance projects; prepares material and labor estimates and write-ups specification for telephone equipment. Maintains records and prepares reports. Performs related as required.

**TRAFFIC:**

Performs traffic-engineering design and conducts standard traffic engineering studies. Assembles and analyzes basic data and field information. Develops plans for a part of a major project in accordance with prescribed procedures in a general outline. Computes hazard indices and performs cost/benefit analysis on traffic engineering projects. Participates in special research or investigation to determine traffic flow patterns or characteristics. Designs traffic signals plans which include traffic signal location and phasing, draft signalization plans. Assists in the review of traffic signal plans, specifications and cost estimates submitted by various local jurisdictions. Performs related duties as required.

**ENVIRONMENTAL:**

Prepares designs, plans, and estimates; performs routine engineering work on specifications associated with pre-design investigation and preliminary and final design analyses. Conducts surveys of watershed, water supply systems and plans, swimming pools, air sanitation and control equipment, industrial waste disposal systems; gathers and interprets engineering data to pollution, contamination and sanitation; performs and engineering and sanitation

aspects of epidemiological investigations. Investigates industrial establishments for the identification of potential environmental hazards or sub-standard sanitary conditions; develops methods and process to alleviate potentially dangerous or harmful conditions; advises owners or managers on corrective measures. Prepares charts and tables for the interpretation of data and prepares reports of findings and analyses. Prepares related duties as required.

**ARCHITECTURAL:**

Reviews complex plans and specifications for feasibility of design. Directs the designing of plans and specifications for local agencies. Consults with architects and engineers regarding architectural and engineering standards. Provides professional advice to field inspectors; assists in field inspection of structures; serves as technical consultant to local agencies, professional and public organization. Makes recommendations regarding the approval of change orders submitted during construction. Develops designs for minor facilities and remodeling projects. Maintains records and prepares reports. Performs related duties as required.

**MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:** Knowledge of the principles and practices applied in civil and mechanical engineering. Knowledge of a variety of construction materials and their characteristics relating to engineering. Ability to apply local and national building and safety regulatory codes. Ability to estimate building, labor and material costs. Ability to select and apply acquired knowledge according to specific assignments. Ability to make computations and calculations involving the applications of engineering principles. Ability to interpret and apply pertinent laws, regulations, requirements, and policies of the departments. Ability to prepare, interpret and utilize plans, designs and specifications. Ability to analyze and present technical data in clear, concise engineering reports. Ability to test the quality and suitability of new methods of construction and various types of materials. Ability to communicate effectively with the public and employees. Ability to communicate effectively, orally and in writing. Ability to maintain records and prepare reports.

**QUALIFICATION REQUIREMENTS:** (a) Graduation from a recognized college or university with a Bachelor's degree in the field of engineering; or (b) Possession of an Engineer-in-Training certificate.

**EDUCATION REQUIREMENT:** Applicants claiming education accomplishment, such as, degrees or credits are required to submit official or verified copies of university or college transcripts.

Pursuant to Public Law 29-113, all new employment in the service of the Government of Guam, shall have as a reasonable measure of job performance, minimum requirement of high school diploma or a successful completion of General Education Development (GED) test or any equivalent of a general education high school program, apprenticeship program or successful completion of certification program, from a recognized, accredited or certified vocational technical institution in specialized field required for the job.

This section *shall not* be applicable to the Summer Youth Employment or any person with a disability, which prevent him or her from complying with this requirement consistent with the Americans with Disabilities Act or its successor's laws.

Documents to verify the training and experience that are required, must be submitted with the employment application form before evaluation can be made. Only training and experience supported by satisfactory documents will be credited.

**PROHIBITION: Pursuant to Public Law 28-98.** *"No person convicted of a sex offense under the provisions of Chapter 25 of Title 9, Guam Code Annotated, or an offense as defined in Article 2 of Chapter 28, Title 9, Guam Code Annotated in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the Government of Guam."*

**SUITABILITY DETERMINATION FORM:** Your employment application will not be deemed complete unless the Suitability Determination Form is completely filled out, signed and dated. If this is not complete, or missing from your application, your application for this position will be rejected.

**TRANSPORTATION WORKER CREDENTIAL IDENTIFICATION (TWIC) REQUIREMENT:** Applicants selected for the *ENGINEER I* position would need unescorted access to secured areas of the Port facilities or vessels and will be required to obtain a TWIC card. Upon selection for the position and if you do not have a TWIC card, you will be required to enroll with Transportation Security Administration (TSA).

**DRUG SCREENING:** Applicants selected for and offered employment with the Port shall undergo and pass a mandatory drug test before being employed. Failure to submit to or pass such drug test shall be grounds for rescinding the offer of employment.

**POLICE & COURT CLEARANCE REQUIREMENTS: Pursuant to P.L. 34-22 – FAIR CHANCES HIRING PROCESS ACT (FCHPA):** This act prohibits employers from asking for criminal history information until a conditional job offer is given. If selected for this position, your selection will be *conditional* pending submission of a police and court clearance. The Port will either mail a letter to you or contact you explaining these requirements. You will have five (5) business days from the postmarked date of your letter or from the time of contact with you to submit your clearances. These clearances must not be older than (1) month from the date you were contacted. If you do not have any conviction or conditions that would warrant rescinding this job offer, and pass the drug test, you will be notified of your start date.

**EMPLOYMENT MEDICAL EXAMINATION:** All applicants accepting employment must undergo a medical examination and be declared by the physician as capable of performing the duties of the position being hired for.

**EXAMINATION REQUIREMENTS:** All applicants will be evaluated and will be rated on a scale between 70.000 to 100 percent based on their training, education and experience in relation to the minimum requirements of the position.

**INTERVIEW PROCEDURES:** If the position is filled, a panel of interviewers designated by the General Manager will conduct personal interviews.

**PREFERENCE POINTS:** Applicants wishing to claim **Disability** Preference should submit a Government of Guam Disability Certification form, certified by Director of Public Health & Social Services. Applicants claiming **Veteran's** preference is required to submit a copy of their DD214 (Military discharge form, Member 4 copy). Those claiming **Compensable Disability** are required to provide a copy of a letter from Department of Veterans Affairs,

which specifically states entitlement to civil service preference for a service connected disability.

**WORK ELIGIBILITY INFORMATION:** Public Law 99-603 (8 USC Section 1324A) requires the Port to verify the identity and work eligibility of all newly hired employees. All new employees shall be required to provide proof of identity and work eligibility to work in the United States. The Port is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position in the Port, you will be required to present valid document that will establish your identity and work eligibility. Any one of the following documents will be required: Birth certificate (original), Government of Guam Identification Card, U.S. Passport, Social Security Card (original), Naturalization or "Green" card; or other proof of work eligibility.

**HOW AND WHERE TO APPLY:** Applicants must submit an Application of Employment to the Human Resources Office, 1st floor of the Port Authority of Guam Building, Cabras Island, Monday to Friday, 8:00 a.m. to 5:00 p.m.

**Individuals with disabilities who require special accommodations should contact the Human Resources Office prior to any scheduled examinations or interviews.**

Please contact the Human Resources Office at 477-5931-4, extensions 306, 307, 368, 341, or 564 should you need additional information.



SHAWN B. CEPEDA

Acting Personnel Services Administrator

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