



The City of Mason City is seeking a Civil **Engineering Associate** to assist in shaping our community's infrastructure. In this role, you'll assist the City Engineer and Assistant City Engineer on the survey, design, drafting, inspection, and record keeping of construction projects that make a difference in our community.

Starting Salary: \$58,344 - \$75,004/yr.

Key Responsibilities:

- Designs and assembles plans and specifications for municipal construction projects, including but not limited to, establishing design criteria for sanitary and storm sewers, water mains, street pavement, and pedestrian ramps.
- Collects field data for the purpose of plan development, this includes but not limited to, data collection via the use of a GPS data collector and total station.
- Calculates quantities and prepares cost estimates during project development, measures and keeps track of quantities and assembles pay requests throughout all stages of construction.
- Performs engineering observations and inspections on variety of construction projects, including material testing and compliance with all safety regulations.
- Completes as-built (record drawings) of projects, collects and files relevant project records and updates the GIS system.
- Utilizes a variety of electronic technology solutions for a variety of design projects.
- Provides topographic survey and construction staking for grading, sidewalk, sanitary and storm sewers and paving.
- Works with other City, State and County departments and the public, responds to complaints, questions, and comments in a timely and professional manner.
- Serves as a back-up for the other Engineering department staff for locating City owned utilities as part of the Iowa One Call System.
- Interprets and enforces City Code requirements for public ways, utilities, and subdivisions, submits proposed plans to Iowa Department of Transportation for federally funded projects.

Minimum Qualifications:

- Graduation from high school or GED from an accredited institution of higher learning.
- Graduation from an accredited college with an Associate of Applied Science degree in Civil Engineering Technology or a closely related field.
- Three (3) years of related experience.
- Proficiency in Microsoft Word, Excel, Autodesk Civil 3D, Trimble Business Center and ArcGIS Pro.

Why Join Mason City?

- Excellent benefits, including health, dental, vision, vacation, and sick leave.
- IPERS retirement to help secure your future.
- Growth opportunities

Apply online at www.masoncity.net by 4:30pm, February 2, 2026

Equal Opportunity Employer

