



*invites applications  
for the position of*

# **Director of Public Works**



# THE COMMUNITY

The City of Carson was incorporated in 1968 and is the youngest municipality in the South Bay region of Metropolitan Los Angeles. The City spans approximately 20 square miles and has City-owned open space ripe with opportunity for growth and new development.

With a population of approximately 100,000, Carson has grown from an agricultural and industrial area to a bustling, vibrant, diverse city. With close proximity to major freeways, Long Beach and Los Angeles airports, the Port of Long Beach, and major universities including Cal State Dominguez Hills, the community is regionally significant. Carson is a leading destination for locals and travelers alike with attractions like the Good-year Blimp, the Dignity Health Sports Park that features exciting sporting events, the new Porsche Driving Experience Center with its own museum and Four-Star restaurant. The Rancho Dominguez Adobe features historical re-enactments for history buffs.

The City of Carson is business friendly with the motto of "Future Unlimited". The community looks forward to its new 46-acre high-end fashion outlet mall and other projects that will move Carson to become a first class, 21st century community - a destination where residents can live, work, and play.



# THE OPPORTUNITY

The City of Carson is offering a sensational opportunity for an experienced, self-motivated public works professional to use their talents in partnership with a new, energetic City Manager to create a lasting impact on a community rapidly transforming itself into a premier 21st century city. Ideal candidates will be capable of thriving in a fast-paced, highly professional organization and have the ability to build trust and confidence within the Public Works Department while also developing ways to operate more efficiently and effectively. The candidate will have the opportunity to lead 135 employees.

## THE POSITION

Under general direction of the City Manager and/or Assistant City Manager, plans, directs, and oversees a broad range of engineering and public works services, including, but not limited to, engineering, landscape and building maintenance, and public works (streets, trees, concrete, and equipment maintenance). This is an unclassified, at-will position.

Employees in Executive Management classes are responsible for the development and administration of programs designed to address primary areas of City service. The incumbent is expected to exercise independent

judgement, wisdom, common sense, and initiative in establishing efficient and effective departmental operations consistent with City Council policies and administrative guidelines established by the City Manager. The incumbent must also excel as a member of the City's management team and participate actively in addressing issues of concern to the City, that may or may not have a direct impact on area of specialization. Public Works as a department is responsible for the proactive and reactive maintenance of 621 miles of streets, sidewalks, curb and gutter, street signs, 285 traffic signals, 6,800 streetlights, 21,000 street trees, median and parkways, graffiti abatement, and storm drain systems, the design and construction of the public infrastructure of the City, operation of the traffic management system, and management of the City's real property. This includes the development and implementation of the City's annual Capital Improvement Program (CIP) of \$32 million. This complements the department's \$17.5 million General Fund budget. In addition, the Department repairs and maintains over 115 City vehicles including automobiles, motorcycles, and both light and heavy-duty trucks. Finally, the Department manages the refuse franchise agreement to meet State mandated waste management and recycling requirements.



## ESSENTIAL DUTIES

Essential duties may include:  
-Planning, implementing, directing, controlling and managing a variety of projects and activities related, but not limited to, engineering, public works, and landscape and building maintenance.  
-Coordinates department activities with other departments and with other agencies, consultants, developers and contractors. Participates as a member of the City Manager's executive management team to review and develop overall approaches to the City's long-range plans and priorities.

-Conducts negotiations for engineering contracts and service agreements with other agencies.  
-Facilitates, leads, and/or participates in meetings and committees; represents the department and the City at meetings and conferences; serves as a liaison between departments, external organizations, the general public, and other agencies.

## IDEAL CANDIDATE

The City is seeking a Director who is experienced, technically competent, energetic, thoughtful, strategic, politically astute, yet apolitical and has the professional integrity to remain calm and objective. The ideal candidate will possess strength of character, excellent interpersonal skills, and the ability to effectively address differing perspectives with a consummate level of diplomacy, transparency, and relationship building. The successful candidate will display exceptional critical thinking skills and quality staff work to help facilitate good decision making by the City Manager and City Council. This position will offer a unique set of challenges and is an incredible opportunity for a candidate that is seeking to make a true difference in a community on the rise by actively transforming processes and seeking creative solutions to the challenges. He or she will possess strong program management and long-term planning and budgeting expertise with resourceful approaches in securing funding and implementation of key projects with short timelines at a rapid pace

## QUALIFICATIONS

Bachelor's degree from an accredited four-year college or university in Public Administration, Business Administration and/or Engineering and seven (7) years of fulltime senior management experience in an operations department in a government agency. A Master's degree in a related field is preferred. Possession of a valid California Class C driver's license is required. Employees in this classification will be enrolled in the Department of Motor Vehicles (DMV) Government Employer Pull Notice Program which confirms possession of a valid driver's license and reflects driving record.





# APPLICATION AND SELECTION PROCESS

The final filing date for this position is Friday, January 22, 2021. To be considered for this exceptional career opportunity, please submit your cover letter, resume, and five work-related references (who will not be contacted in the early stages of the recruitment.) Resumes should reflect years and months of employment, positions held.

Forward to:  
<https://executivesearch.cpsshr.us/JobDetail?ID=1728>



Frank Rojas  
CPS HR Consulting  
Tel: 916- 471-3111  
Website: [www.cpsshr.us/search](http://www.cpsshr.us/search)

Resumes will be screened on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. The City of Carson will then select finalists to be interviewed. Candidates deemed most qualified will be invited to participate in a final interview process that includes comprehensive reference and background checks. For additional information about this opportunity please contact Frank Rojas.



## BENEFITS

**Annual Salary:** monthly compensation range is \$12,492 - \$15,942 and annual is \$149,904 - \$191,304.

**Allowances:** Auto Allowance of \$500/month, Mileage Allowance not to exceed \$75/month, Smartphone Allowance of \$75/month, Professional Development Pay of \$800/year

**Retirement:** CalPERS - Before 05/06/2011, 3% @ 60; After 05/06/2011, 2% @ 55 for Classic Members; On or after 01/01/2013, 2% @ 62 for New Members (PEPRA).

**Deferred Compensation:** Employee may contribute up to \$18,500 to a 457 account, City matches up to \$6,000 annually in a 401a account.

**Health Insurance:** CalPERS health coverage selections, plus dental and vision, City pays a maximum of \$1,594 per month for health coverage, City offers Cafeteria Cap on excess monies at cap of \$155 month, Opt-out payment is 75% of lowest 2-party premium, City pays a maximum of \$87 per month for dental, Opt-out payment is 75% of \$87, deposited to 401a account, Employee pays for vision coverage

**Life Insurance:** City pays for term life coverage of \$200,000 with Evidence of Insurability (EOI), or \$110,000 with no EOI

**Leave Accruals:** 10 hours per month vacation leave, 10 hour per month sick leave (300 hours immediately credited to leave bank upon hire with no further accrual for 30 months), 6.67 hours per month administrative leave, 13 holidays + 3 floating holidays.

**Other Benefits:** City provides Long-Term Disability and Short-Term Disability, Ability to cash out up to 80 hours of accrued leave per year (sick paid at 50%), City pays up to \$250 for Carson-based service organization membership, Discounted membership to Veterans Sports Complex.

**Salary Advancement:** 6 months at Step A & B; thereafter at 1 year intervals

