



The California Department of
General Services is seeking a...

State Printer



Annual Salary Range: \$136,200–\$161,196

Monthly Salary Range: \$11,350–\$13,433



Are you a strategic and innovative executive leader who has an administrative background in printing and publishing? Are you passionate about improving the lives of California's diverse population?

If so, come join one of the most mission-critical departments in the State of California as our State Printer!

[Learn More](#)



“The Office of State Publishing provides innovative printing, communication and document management solutions through our specialized knowledge, statewide perspective and coordinated public and private partnership. Our services are expanding and evolving with technology to provide state, federal, county and city agencies quality products.”

The Department

The Department of General Services (DGS) is the business manager for the State of California and serves the public by providing a variety of services to other state agencies. Specifically, the Office of State Publishing (OSP) is a multifaceted offset and digital printing operation consisting of approximately 300 employees and an annual budget of around \$80 million. Additionally, OSP is responsible for the oversight of 27 statewide printing plants, the printing of critical state publications such as the Voter Information Guide, all legislative bills, and the Governor’s Budget.

To learn more about OSP, please visit: www.dgs.ca.gov/OSP/About

The Position

The State Printer is responsible for developing strategies and business plans which are consistent with the Department of General Services’ mission which includes but is not limited to:

- Oversight and direction for all core production areas including customer service, graphic design, offset and digital printing, long-term document storage solutions, fulfillment, and interagency mail services
- Developing and maintaining a culture of safety in a production environment
- Efficient fiscal planning and allocation of funds for OSP operations
- Marketing and operational planning based on technological advancements in the industry
- Developing strategies for product development and equipment acquisitions that will ensure OSP meets the needs of its customers
- Providing operational planning and redundancies to ensure no disruption to product delivery and services
- Creating and implementing OSP policies and practices in support of the Department



The State Printer is also responsible for a variety of state publications including:

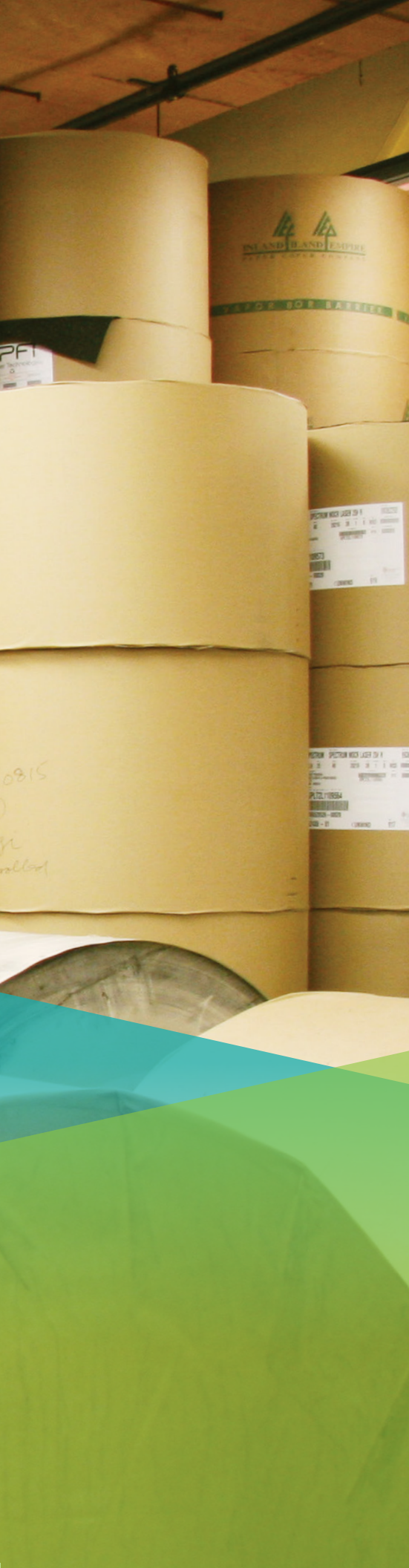
- Legislative Printing
- Secretary of State's Voter Information Guide
- Child support statements
- Printing and mailing of time-sensitive, medical rights information
- Department of Motor Vehicles publications and forms
- Tax-related forms such as Internal Revenue Service (IRS) forms 1099 and 1095
- Informational materials in support of public programs such as First Five California and the CalFresh Program

The Ideal Candidate

OSP is looking for a dynamic and experienced executive leader who possesses knowledge of state government, printing, publishing, political savvy and has the ability to advocate effectively and credibly with internal and external stakeholders on state printing matters. This well-rounded individual has expertise in government budgeting including revenue/expense forecasting, rate development, and cash/revenue management. The future incumbent will be knowledgeable in facilitating government contracts and purchasing requirements. The ideal candidate will be able to foster and maintain effective political, professional, and community relationships throughout California and be able to work objectively, provide executive level leadership and vision for DGS programs statewide.

Additionally, the ideal candidate will:

- Have a passion for providing premiere printing and publishing services for all of California.
- Exude personal qualifications including integrity, initiative, dependability, good judgment, and the accountability for self, and serve as a role model for the entire team.
- Have experience in mentoring, developing, and leading a high-functioning team in a manner that fosters professional growth.



- Be able work in a fast-paced environment and effectively manage multiple projects towards positive outcomes.
- Be an innovative and strategic problem solver with a history of business development and excellent leadership skills.

Come join a team that creates:

- A collaborative team atmosphere founded upon ethics, integrity, and stewardship.
- A positive work environment that is open to change and invites its workforce to challenge processes.
- An opportunity for individuals to utilize their knowledge, skills, and experience to resolve complex and varied printing and publishing projects.

Benefits and Work Location

DGS employees enjoy an excellent benefit package, including outstanding medical benefits, competitive paid time off, as well as participation in the State's pension plan and access to employer sponsored retirement savings plans. Working for us is a great opportunity to make a difference in California and join a team committed to workforce excellence!

Wellness Benefits:

The State of California offers premier wellness benefits to suit your personal needs. The out-of-pocket contributions and co-pays are generally lower than other employers.

- Health
- Dental
- Vision
- Employee Assistance & Employee Wellness Programs

Time Off:

As a state employee, you receive 11 paid holidays annually, and immediately accrue paid time off for both vacation and sick leave. The monthly accrual amount increases based on length of service. For more information, click on the link below:

- [Paid Time Off \(Vacation, Sick, and Annual Leave\) Specifics](#)



For additional information about this position or questions regarding the application process, please contact:

Michael Morrison
CPS HR Consulting
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(916) 471-3411

Retirement:

Employees are enrolled in a defined benefit plan through the California Public Employees' Retirement System (CalPERS)—the nation's largest public pension system, with more than 2 million members from California's state, school, and public agency employers.

- [State Pension Plan \(CalPERS\)](#)
- In addition, employees may elect to participate in 401(k) and 457(b) defined contribution plans offered by the State.

Additional Options for:

- Life Insurance
- Long-Term Disability Insurance
- Legal Services
- And More!

For more details about employee benefits, visit the [California Department of Human Resources website](#).

Application Process and Recruitment Schedule

The Final Date to Apply is: April 3, 2024

Apply by submitting all the required documents, identified below, to: <https://www.cpshr.us/recruitment/2319>

Updated Resume/CV

- Including contact information for three professional references

Responses to the Supplemental Questions listed below:

- Why are you interested in serving as the State Printer for California?
- Describe your experience in offset, digital, and multi-faceted printing.
- Describe your executive-level leadership experience which makes you qualified for this role.