

**ABOUT THE  
DEPARTMENT**

The Department of Public Works is the second largest department in the City of Sacramento. The department has a total of 733 full-time employees and seven divisions including: Engineering Services, Facilities, Fleet Services, Parking Services, Recycling and Solid Waste, Maintenance Services, and Transportation. The mission of the Department is to provide innovative and sustainable public infrastructure with a focus on quality customer service.

*Director of*  
**PUBLIC WORKS**

**THE POSITION**

The Public Works Director will need to possess excellent management, communication, and administrative skills. S/he/they must be a proven leader who has extensive knowledge and background in public works administration. The individual must have strong political acumen skills and the ability to work effectively with a full range of City officials, employees, community organizations, and most importantly, the public.

The Director will need to carry on the City's tradition of innovation, to ensure accurate interpretation of the City's priorities of innovative solutions in support of key goals. The Director is responsible for researching and evaluating the Public Works landscape throughout California and nationally to develop strategies for staying on the forefront of the industry, and serving as a change agent by introducing new and creative ideas to advance the department and strengthen the City.

*The City of Sacramento is an equal opportunity employer  
encouraging workforce diversity.*



## **THE IDEAL CANDIDATE**

The **ideal candidate** for the Director of Public Works is innovative, strategic, and forward thinking;

Is a thought leader who will continue to guide the Department to be customer-service oriented, innovative in a resource-constrained environment, vital in positioning the Department for the future, capable of managing change, creative at problem-solving, and flexible in approach;

S/he/they will have genuine commitment to managing diversity in the workplace and possesses cultural competency, as the City of Sacramento is an incredibly diverse place in terms of socioeconomic background and ethnicity;

Additionally, the ideal candidate must possess the following:

- Adheres to a progressive management style with the experience necessary to direct a large municipal department;
- Demonstrated experience in personnel management that displays a balanced approach between equity and firm decision-making while acknowledging and recognizing performance accomplishment and success;
- Excellent communication skills and political acumen;
- Cultivate a work environment that inspires quality work, accountability, and positive change within the department.

The Director of Public Works will exhibit a high level of accountability to the City Manager, City Council, the community, and our employees for results, management, and communication. The Director also will be an active contributing member of the City's executive management team.

## **MINIMUM REQUIREMENTS**

Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and skills would be:

### **Experience**

A minimum of eight years of progressively responsible experience managing a broad range of municipal services including engineering, traffic engineering, and/or street maintenance in a large public agency including a minimum of two years at a management level comparable to division manager.

### **Education**

A Bachelor's degree in civil engineering, public or business administration, or a related field from an accredited college or university.

### **Substitutions**

A Master's Degree in a related field may substitute for one year of the required supervisory experience.

Additional qualifying experience may substitute for the required education on a year-for-year basis.

## **Proof of Required Education**

Proof of education such as college transcripts, degrees, and verification of possession of a Certificate of Registration as a Professional Engineer in the State of California must be submitted to the recruitment firm, Koff & Associates, by the final filing deadline.

## **Driver License**

Possession of a valid California Class C Driver License at the time of appointment. Loss of the license is a cause for discipline. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

## **Certifications**

Possession of a Certificate of Registration as a professional engineer in the State of California is desirable.

## **COMPENSATION AND BENEFITS**

The base salary for this position is **\$152,558.19 - \$228,837.30** annually.

Employee benefits for this position can be found here: <https://www.cityofsacramento.org/HR/Divisions/Benefits-Retirement> (Refer to the benefit summary for "Unrep, Units 20, 21, 22" - Executive Management)

## **APPLICATION PROCESS**

Please visit [koffassociates.com/jobs](http://koffassociates.com/jobs) to apply. Follow the link above for the full job listing or call 916-808-5726 for more info.

**\*\*Applications are due by Monday, August 26th.\*\***

Following the closing date, applications and resumes will be screened according to the qualifications outlined above and the most qualified candidates will be invited to an on-site interview. Completion of the City of Sacramento's employment application is required. The on-site interviews are tentatively scheduled to occur the week of September 16th.

