



CITY OF

Richmond CALIFORNIA



The City of Richmond

invites your interest for the position of

**DEPUTY DIRECTOR
OF PUBLIC WORKS/
CITY ENGINEER**

The Community

Incorporated in 1905, the City of Richmond lies on the east shore of the San Francisco Bay, five miles north of Berkeley, and seven miles from downtown San Francisco. In WWII, Richmond had the largest and most productive shipyards in the world, proudly celebrated today by the Rosie the Riveter WWII Home Front National Historical Park. Richmond has a population size of 110,000 and is home to one of the most diverse populations in the Bay Area. The City possesses substantial potential economic resources based upon its affordability, central location in the Bay Area, and access to multimodal transportation (i.e. water, rail, bus, bike trails and freeway).

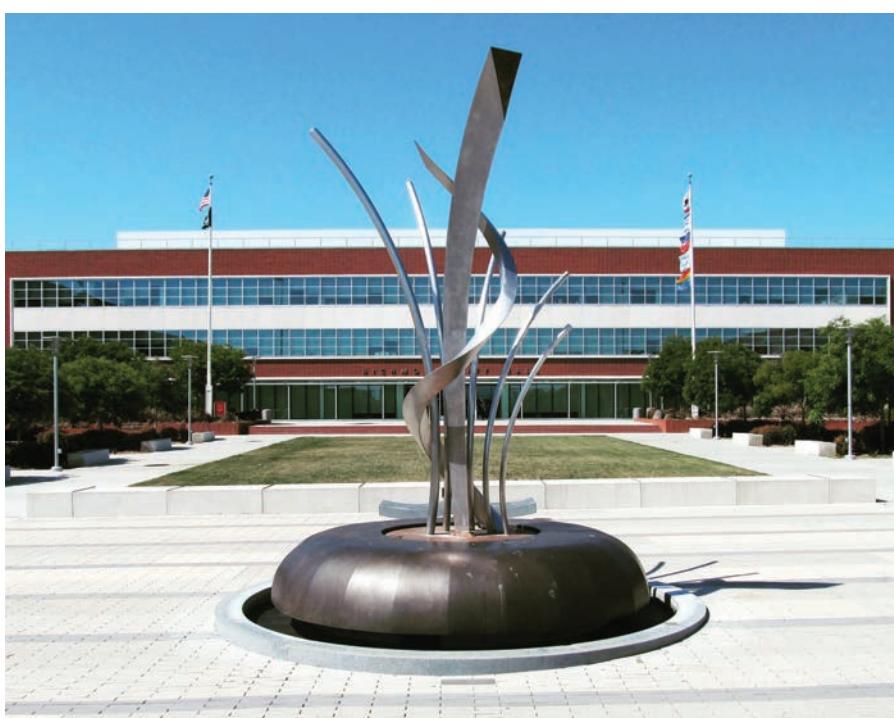


Richmond's climate is slightly warmer than coastal areas bordering the San Francisco Bay but is more temperate than the regions further inland. With more miles of Bay shoreline and more miles of San Francisco Bay Trail than any other Bay Area city, residents have many ways to enjoy the great weather and enchanting waterfront. From the Bay Trail and dog-friendly parks to beaches and watersports, museums, golf, art centers, cultural performances, antique shops, foods from around the world, music, and restaurants, Richmond has something for everyone. Because of its diverse population, landscape of opportunity, and plentiful outdoor activities, Richmond is a warm and welcoming city for homebuyers, employers, and visitors.

The Organization

The City of Richmond is a full-service charter city, operating under the Council-Manager form of government, with a seven-member City Council. The City Attorney, City Manager, City Clerk, and the Citizens Police Review Commission

Investigative Officer report to the City Council with all other department heads reporting to the City Manager. The Council also functions as the governing body of the Housing Authority. The City of Richmond provides a full range of municipal services, including police and fire protection; construction and maintenance of streets and infrastructure; library services; stormwater and municipal sewer systems; and the administration of recreational activities and cultural events.



The City also operates the Richmond Memorial Convention Center and the Port of Richmond. The General Fund budget for FY2021-22 is approximately \$188.5M with an annual operating budget of \$362.8M and includes over 704 FTEs.

The Position and Ideal Candidate Profile

Under general direction of the Director of Public Works, the new candidate will manage the Engineering Division (including Land Development review and Capital Improvement Program project oversight) and other divisions as assigned (e.g., Water Resources Recovery) and performs related work as required. The new Deputy Director of Public Works/City Engineer will act as the primary advisor and authority on all engineering issues and will carry out all City, Department, and Division goals, objectives, and policies related to this area. This position serves as a member of the City's emergency management team.

This role reports directly to the Director of Public Works and is responsible for the overall planning organizing, staffing, direction, and control of all activities in the Engineering Division and other Divisions as assigned. This position exercises broad discretion in the administration and operation of the assigned Divisions and requires extensive contact with community groups, boards, commissions, governmental agencies, City Council, other City departments/divisions, consulting engineers, and other professional engineering organizations. The Deputy Director of Public Works/City Engineer may act for the Director in their absence.

The new Deputy Director of Public Works/City Engineer will plan and direct the work of groups engaged in the design, inspection, and construction of street and drainage systems, traffic engineering, and delivery of municipal public works projects and improvements to other City facilities. They will coordinate the design, construction, and inspection of City buildings, streets, sanitary and storm water systems, parks, transportation systems, Port, Housing, and Redevelopment projects. Key responsibilities will include reviewing and approving plans and specifications, designs, environmental documents, reports, and studies, as well as reviewing and signing tract maps, parcel maps, and lot-line adjustments (or processing the review/signature of said documents if candidate does not possess the appropriate license). This is in addition to evaluating performance standards for staff while providing appropriate training and staff development programs.



The ideal candidate will have thorough knowledge of the principles and practices of public works administration, including the principles and practices of civil engineering as related to the design, construction, and maintenance of municipal public works type projects. This individual will have experience with state and local codes and laws relative to the planning and development of public works projects and construction. An understanding of the laws governing land development and assessment districts, modern surveying techniques as well as traffic engineering and transportation planning is vital.

This position requires six years of progressively responsible and varied professional engineering experience involving design, construction, or operation of a variety of public works projects. Experience as an Assistant City Engineer is desirable. The ideal candidate will have at least three (3) years of management or supervisory experience. Equivalency to a Bachelor's degree in Civil Engineering from an accredited university or college is required. A Master's degree in engineering is preferred. Registration as a Civil Engineer in the State of California is required as is the possession of applicable FEMA certification within 6 months of assignment.

Compensation and Benefits

The City of Richmond offers an attractive and competitive salary and benefits package. The current salary range for this position is \$108,288 - \$172,368 annually, depending on qualifications. The employee benefits package includes:

- ◆ Retirement – 2.7% @ 55 CalPERS Classic Employees with employees paying 8% of employee contribution. 2% @ 62 for employees new to CalPERS with employees paying 7.25% of employee contribution.
- ◆ Health Insurance Plans – The City will contribute an allowance between \$857.06 per month (for employee only) to \$2,228.36 per month (employee plus two or more dependents) towards CalPERS Health Program. City also provides dental and vision plans.
- ◆ Time Off – The City offers 12 paid holidays annually plus an additional five (5) days and two (2) hours paid “Floating Holiday” time per calendar year. Ten days per year of vacation for the first three years of employment, increasing to a maximum of 30 days per year. Sick leave accrues at a rate of one (1) day per month, with no limit on the maximum.
- ◆ Administrative Leave – Employee receives 12 days each fiscal year.
- ◆ Life Insurance – The City offers life insurance coverage calculated at two times the employee's annual earnings, up to a maximum benefit of \$250,000.
- ◆ LTD Disability – The City pays the entire cost of long-term disability. LTD benefit is 60% of monthly earnings, payable directly to employee, for a maximum monthly benefit of \$5,000 after 30 day waiting period.
- ◆ Flexible Spending Accounts (Health Care Reimbursement, Dependent Care Reimbursement and Transportation Expenses), Professional Development up to \$750 per fiscal year; and Employee Assistance Program.



The Process

To pursue this desirable career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be contacted until mutual interest has been established) to:

Bill Avery or Bill Lopez
Avery Associates
16 Lyndon Ave., Suite 200
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net

The final filing date for this recruitment is **Friday, May 13, 2022**.

If you have any questions regarding this position, please contact Bill Avery at 408.399.4424, or bill@averyassoc.net or Bill Lopez at 408.888.4099 or wiliaml@averyassoc.net. For more information on the City of Richmond, visit its website at www.ci.richmond.ca.us.



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