



SACRAMENTO REGIONAL TRANSIT DISTRICT
invites applications for the position of:

Vice President, Operations

SALARY: \$152,280.00 - \$204,060.00 Annually

DEPARTMENT: Operations

OPENING DATE: 05/22/20

CLOSING DATE: 06/18/20 11:59 PM

RECRUITMENT TYPE: Internal/External

DESCRIPTION:

The Vice President, Operations, is responsible for providing leadership to the whole of the District as a senior executive of SacRT, as well as directly leading and managing all bus and light rail field operations and maintenance, including facilities maintenance. This includes the dispatch of all bus and light rail operators, radio communication with all vehicles in service, field supervision of all service including coordination between bus and rail service. This includes all revenue vehicle maintenance (bus and light rail), all rail wayside maintenance, and all support vehicles. This position is responsible for all operator, maintenance staff and maintenance and transportation supervisor training. This position will also be responsible for innovative new services like microtransit services, contracted services and the operational transition to zero emission vehicle technology. The Vice President of Operations will coordinate with community partners over issues of service expansion, reduction and service quality. The incumbent collaborates with other Executive Management Team members to ensure a commitment to continuous improvement of transit service delivery and strategic system development. The incumbent is expected to act as a top level advisor to the General Manager/CEO and the District's governing board.

EXAMPLES OF DUTIES:

- Maintains executive level operational oversight of SacRT's Bus and Light Rail Operations System, including day-to-day transportation responsibilities, and critical business and support functions, including operator training. Performs field reviews of the District's operations. Directs the development of service delivery plans to efficiently and effectively manage SacRT's bus and rail services. Participates in executive staff meetings. Conducts grievance hearings. Reviews rules, policies and procedures for accuracy and consistency.
- Maintains executive level operational oversight of SacRT's Bus and Light Rail Maintenance System, including day-to-day maintenance responsibilities, and critical business and support functions.
- Plans, organizes, directs, and coordinates the District's facilities maintenance, property management and facilities program management functions. Ensures an overall "state of good repair", safe, clean and effective environment for District's customers and employees.
- Evaluates and recommends ways to ensure quality and cost-effective performance focused on safety and positive customer experience. Assures that all training programs are reviewed regularly, training staff is appropriately trained and qualified, that all initial and recurrent training requirements are met and that training content is current and responsive to identified training needs. Reviews annual budget proposals from each operations and maintenance department. Develops annual budgets, departmental goals, performance indicators and implements necessary changes to ensure continuous improvement.
- Receives and reviews material from equipment manufacturers regarding new technology. Evaluates technology from other manufacturers and transit operators. Participates in APTA forums on transit operations, technology specifications and service scheduling. Provides executive level direction and oversight for the development of rail, bus and community bus services operations and maintenance programs, vehicle requirements and operator programs.
- Serves as member of various teams and committees. Represents the Executive Management Team in a variety of capacities as assigned. Formulates policies, procedures, and practices for

the assigned functional areas and makes recommendations to Executive Management Team, General Manager, and Board of Directors.

MINIMUM QUALIFICATIONS:

A combination of education and/or experience that provides the required knowledge, skills and abilities to perform the essential functions of the position. SacRT reserves the right to determine the equivalences of education and experience.

Formal Education: Bachelor's degree or equivalent from an accredited college or university.

Experience: Must have 10 years of progressively responsible, supervisory or management experience, in a bus or light rail operations environment.

Certification and Other Requirements: None

Proof of required education beyond high school, such as college transcripts, diplomas, and/or certificates must be submitted at the time of application, if not substituting experience for the education requirement.

FILING INSTRUCTIONS/SUPPLEMENTAL INFORMATION:

Meeting the minimum qualifications does not guarantee that a candidate will be invited to participate in other examination segments of the selection process. An employment application is required for this position. Applications, job announcements, and copies of the complete job description are available through our website at www.sacrt.com.

Completed employment application and proof of education, as outlined above, must be submitted online no later than Thursday, June 18, 2020 at 11:59 p.m. RT will not process incomplete applications. Resumes are not accepted in lieu of an application, but may be included with the application. For more information on benefits, a summary sheet is available from the Human Resources Department. The Human Resources Department will make reasonable efforts in the recruitment process to accommodate candidates with disabilities. For more information, contact the Human Resources Department at (916) 556-0298.

SacRT has a stand alone pension plan which is not part of, nor does it have reciprocity with CalPERS.

SacRT is an Equal Opportunity Employer. EOE – Minorities/Women/Disabled/Veterans

This position falls under Management and Confidential Employee Group (MCEG).

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.sacrt.com/Career/>

Position #TBD
VICE PRESIDENT, OPERATIONS
YH

2810 O Street
Sacramento, CA 95816
(916) 556-0298

Vice President, Operations Supplemental Questionnaire

- * 1. Describe, in detail, your progressively responsible, supervisory or management experience, in a bus operations environment. In your response, please include the employer and number of years/months you performed these functions.

- * 2. Describe, in detail, your progressively responsible, supervisory or management experience, in a light rail operations environment. In your response, please include the employer and number of years/months you performed these functions.

- * 3. Describe, in detail, your progressively responsible, supervisory or management experience, in a bus or a light rail maintenance environment. In your response, please include the employer and number of years/months you performed these functions.

- * 4. Describe your leadership style. The VP of Operations at SacRT is responsible for a large unit. How do you manage your time and how do you ensure that there is proper oversight in all areas of Operations?

- * 5. Describe what would you consider as your most significant professional accomplishment.

* Required Question