



Deputy Director, Water Resources



THE CITY OF SAN JOSÉ

San José, known as the “Capital of Silicon Valley,” is a vital economic and cultural hub, encompassing 178 square miles at the southern tip of the San Francisco Bay. With over a million residents and 80,000 businesses, it stands as Northern California’s largest city and the 10th largest in the nation. Renowned for its diverse population and transformation into a global innovation center, San José boasts a concentration of major tech companies and headquarters, making it a dynamic and thriving city.

Nestled between the Diablo and Santa Cruz mountain ranges, San José offers an unparalleled quality of life with 300 days of sunshine annually. Residents enjoy easy access to California coast beaches, Sierra Nevada mountains, wine country, and the cultural richness of the Bay region. The city’s vibrant neighborhoods, high-rise residential projects, theaters, museums, and diverse entertainment attractions contribute to its exceptional lifestyle.

The City’s educational landscape is robust, with nineteen public school districts and numerous private and parochial schools. Notable universities in and near San José include San José State University, Santa Clara University, Stanford University, and three University of California campuses.

Envision San José 2040, the city’s growth plan adopted in 2011, guides anticipated growth through 2040, emphasizing transit-accessible, infill growth areas for a more urban landscape. Boasting a highly educated and productive population, San José has over 40% of its workforce holding a bachelor’s degree or higher, surpassing the national average. The city takes pride in its rich cultural diversity, global connections, and essential role as a connector to the nation and the world.

THE CITY GOVERNMENT

San José, a Charter City, operates under a Council-Manager form of government with a Mayor and 10 Council Members. The City Manager and executive team provide strategic leadership, supporting the Council's policy-making role and ensuring high-quality services. Community engagement occurs through Council-appointed boards, commissions, and project-specific opportunities.

The city offers diverse services, including police, fire, an international airport, municipal water system, wastewater treatment facility, parks, zoo, and a library system. Key facilities include the San José McEnery Convention Center, Center for the Performing Arts, California Theatre, Mexican Heritage Plaza, and SAP Center San José.

With 6,646 full-time equivalent positions and a budget of approximately \$5.3 billion for fiscal year 2022-2023, San José prioritizes fiscal integrity. The city is committed to delivering quality services and maintains high credit ratings. Visit www.sanJoseca.gov for extensive information.

THE ENVIRONMENTAL SERVICES DEPARTMENT

The Environmental Services Department (ESD) is a place where people do great work and make a difference, with a mission to deliver world-class utility services and programs to improve our health, environment, and economy. ESD delivers essential services that keep San José strong and healthy. ESD's Core Services are:

- » Potable Water Delivery
- » Recycled Water Management
- » Wastewater Management
- » Stormwater Management
- » Recycling and Garbage Services
- » Sustainability and Environmental Health
- » Natural and Energy Resources Protection
- » Strategic Support



ESD is also a leader in environmental sustainability issues globally. In 2018, ESD implemented Climate Smart San José, a new initiative to reduce air pollution, save water and improve quality of life – providing a sustainability guiding philosophy that will decrease greenhouse gas emissions and ensure the vitality of San José for decades to come.

THE WATER RESOURCES DIVISION



The Water Resources Division (Division) is comprised of three sections: Municipal Water System (MWS), South Bay Water Recycling (SBWR), and Operations and Maintenance (O & M). The Division provides potable water service through the MWS to the communities of Evergreen, North San José/Alviso, Edenvale, and Coyote. The Division also provides recycled water service through the SBWR system to the cities of San José, Santa Clara, and Milpitas. In addition, the Division also leads water conservation efforts for the City of San José.

San José Municipal Water System

The San José Municipal Water System (MWS) is owned and operated by the City of San José. It is one of three drinking water suppliers in San José, along with privately-managed San José Water Company and Great Oaks Water Company. MWS has grown from a relatively small water utility to the second-largest water retailer in Santa Clara County. It consists of 350 miles of pipeline, 15 pump stations, 14 wells, and 18 reservoirs and serves a growing population of over 115,000 in a 33.3 square mile service area. The MWS has some of the lowest water rates in the San Francisco Bay Area and provides a safe and reliable water supply to customers.

South Bay Water Recycling

A section of ESD's Water Resources Division, South Bay Water Recycling (SBWR) is a recycled water wholesaler to four retailers: San José Water Company, San José Municipal Water, City of Santa Clara, and City of Milpitas. Customers buy recycled water from the retailer in their location. SBWR is the regional permit holder for recycled water in San José, Santa Clara and Milpitas, ensuring compliance with State regulations for recycled water quality and use and is a leader in recycled water in Northern California.

SBWR's recycled water system consists of over 150 miles of pipeline, five pump stations, and 10 million gallons of storage in reservoirs. SBWR delivers more than four billion gallons of recycled water per year to more than 960 commercial customers, an average of 11 million gallons a day.

THE POSITION

The Deputy Director of Water Resources will play a pivotal role in overseeing the comprehensive operations of the Water Resources Division, consisting primarily of two water utilities:

- » San José Municipal Water System (MWS); a drinking water retailer
- » South Bay Water Recycling (SBWR); a recycled water wholesaler

The Municipal Water System serves several communities, providing potable water through an extensive network of pipelines, pump stations, wells, and reservoirs. With a focus on Evergreen, North San José/Alviso, Edenvale, and Coyote, the MWS ensures the delivery of safe and reliable water to a growing population. The South Bay Water Recycling section acts as a regional permit holder, supplying recycled water to San José Water Company, San José Municipal Water, City of Santa Clara, and City of Milpitas, contributing over four billion gallons annually. The selected candidate will play a crucial role in overseeing and managing the city's water resources, ensuring efficient operations, compliance with regulations, and sustainable water management practices. The Deputy Director will be responsible for strategic planning, regulatory compliance, and coordination between divisions to enhance efficiency and effectiveness. The role directly oversees 55 FTEs, with job duties that also include budget management, personnel matters, regulatory compliance and representation of the Water Resources Division in various interdepartmental, interagency, and community groups.

Responsibilities:

Strategic Planning: Collaborate with the Director of Environmental Services to develop and implement strategic plans for water resource management, addressing current and future needs of the city.

Operations Management: Oversee the day-to-day operations of the water resources division, including water treatment, distribution, regulatory compliance, and water management. Ensure systems are well-maintained and meet all public health and safety regulatory standards.

Regulatory Compliance: Stay informed about federal, state, and local water regulations. Ensure that the water resources division complies with all relevant laws and regulations.

Budget Management: Work closely with the department staff to develop and manage the budget for the water resources division. Identify cost-saving opportunities and allocate resources effectively.

Infrastructure Development: Participate in the planning and execution of water infrastructure projects. Coordinate with engineering teams to ensure projects are completed on time and within budget.

Community Engagement: Engage with the community to address concerns, provide information on water conservation, and promote public awareness of water issues. Collaborate with stakeholders to build positive relationships.

Emergency Response: Develop and implement emergency response plans for water-related crises. Coordinate with other city departments and agencies to ensure a swift and effective response.

Technology Integration: Stay abreast of technological advancements in water management and integrate relevant innovations to enhance efficiency and sustainability.



■ THE IDEAL CANDIDATE

The ideal candidate should possess a strong background in water resources management, with a minimum of 6 years of progressively responsible experience in senior-level administrative and/or analytic work in a public or private agency. Experience managing a work unit equivalent to a major division within a City operating department is desirable. A Bachelor's degree in Civil Engineering, Environmental Science, Public Administration, or a related field is required, and a Master's degree is preferred. Additionally, the position is the Chief Water Operator on record with the State Water Resources Control Board and requires a *Level 5 Water Distribution Operator Certification and Level 1 Water Treatment Certification*. The candidate should demonstrate a deep understanding of water treatment processes, water distribution systems, water utility operations, and safety and fire protection.

Exceptional strategic planning and analytical skills are crucial, along with the ability to make informed decisions and provide effective leadership. Strong communication and interpersonal skills are essential for engaging with the community, collaborating with stakeholders, and representing the Water Resources Division in various forums. Familiarity with local and state water regulations and policies is necessary to ensure regulatory compliance.

The ideal candidate should have experience in managing water infrastructure projects, budgeting, and emergency response planning. Professional Engineer (PE) license is a plus. The candidate should be forward-thinking, adaptable to technological advancements in water management, and committed to sustainable and efficient water resource practices.

COMPENSATION & BENEFITS

The total salary range for the Deputy Director classification is **\$148,563.74 - \$239,832.32**; placement within this range will depend upon the qualifications and experience of the selected individual. This salary includes an approximate five percent (5%) ongoing non-pensionable compensation. The salary is supplemented by an attractive benefits package that includes, but is not limited to:

- » **Retirement** – Competitive defined benefit retirement plan with full reciprocity with CalPERS; defined contribution plan available as an option.
- » **Health Insurance** – The City contributes 85% towards the premium of the lowest cost non-deductible plan. There are several plan options.
- » **Dental Insurance** – The City contributes 100% of the premium of the lowest priced plan for dental coverage.
- » **Personal Time** – Vacation is accrued initially at the rate of three weeks per year, with amounts increasing to five weeks after 15 years of service. Executive Leave of 48 hours is granted annually and, depending upon success in the Management Performance Program, could increase to up to 88 hours.
- » **Sick Leave** – Sick Leave is accrued at the rate of approximately 8 hours per month.
- » **Holidays** – The City observes 15 paid holidays annually.
- » **Deferred Compensation** – The City offers an optional 457 Plan.
- » **Flexible Spending Accounts** – The City participates in Dependent Care Assistance and Medical Reimbursement Programs.
- » **Insurance** – The City provides a term life policy equal to two times annual salary. Long-term disability and AD&D plans are optional.
- » **Employee Assistance Program** – The City provides a comprehensive range of services through the EAP.

For more information on employee benefits, visit the [City's Human Resources Benefits](#) website.

Federal Law requires all employees to provide verification of their eligibility to work in the country. Please be informed that the City of San José will not sponsor, represent, or sign any documents related to visa applications/transfers for H1-B or any other type of visa that requires an employee application.

HOW TO APPLY

The application deadline is April 19, 2024 at 11:59 PM Pacific time. To be considered, candidates must submit their application online at <https://www.cpshr.us/recruitment/2335> along with the following items:

- » A cover letter.
- » A resume that reflects the size of staff and budgets you have managed. Your resume should indicate both months and years of beginning/ending dates of positions held.
- » List of six work-related references: (two each of past or present supervisors, direct reports, and colleagues. References will not be contacted without prior notice.

Applications and resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to proceed in the selection process. Additional phases of the selection process will consist of one or more interview before final selection.