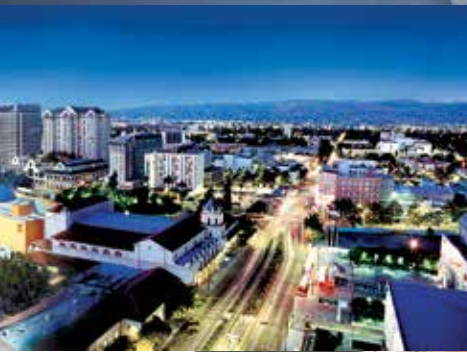


DEPUTY DIRECTOR, DEBT & TREASURY MANAGEMENT

City of San Jose, CA





THE CITY OF SAN JOSÉ

Known as the “Capital of Silicon Valley,” the City of San José plays a vital economic and cultural role anchoring the world’s leading region of innovation. Encompassing 180 square miles at the southern tip of the San Francisco Bay, San José is Northern California’s largest city, third largest in the State, and the 10th largest city in the nation. With more than one million residents, San José is one of the most diverse large cities in the United States. San José’s transformation into a global innovation center has resulted in one of the largest concentrations of technology companies and expertise in the world, including major tech headquarters like Cisco, Adobe, Samsung, and eBay as well as start-ups and advanced manufacturing.

San José has received accolades for its vibrant neighborhoods, healthy lifestyle, and diverse attractions from national media including Business Week and Money magazines. The downtown area is home to high-rise residential projects, theaters, museums, and diverse entertainment attractions such as live music, live theater, cafes, restaurants, and nightclubs. Inquiring minds are served by The Tech Interactive, the San José Museum of Art, and many local galleries and venues. The City is served by 15 of the 32 public school districts in the County, and over 300 private and parochial schools provide residents with a range of educational choices. Universities in and near the City include San José State University, Santa Clara University, Stanford University, and three University of California campuses.

In 2011, the City adopted *Envision San José 2040*, a long-term growth plan that sets forth a vision and a comprehensive road map to guide the City’s anticipated growth through the year 2040. The Plan proactively directs significant anticipated growth in new homes and workplaces into transit-accessible, infill growth areas and supports evolution toward a more urban landscape and lifestyle. The San José area is powered by one of the most highly educated and productive populations in the United States. More than 40% of the workforce has a bachelor’s degree or higher, compared with 25% nationally. Forty percent of San José residents are foreign born, and 50% speak a language other than English at home. San José is proud of its rich cultural diversity and global connections, and the essential role the City plays in connecting residents and businesses to the nation and the world.

THE CITY GOVERNMENT

The City of San José is a full-service Charter City and operates under a Council-Manager form of government. The City Council consists of 10 council members elected by district and a mayor elected at large. The City Manager, who reports to the Council, and his executive team provide strategic leadership that supports the policy-making role of the Mayor and the City Council and motivates and challenges the organization to deliver high quality services that meet the community’s needs. Department heads, including the Director of Finance, are appointed by the City Manager with confirmation by the City Council. The City actively engages with members of the community through Council-appointed boards and commissions.

In addition to providing a full range of municipal services including police and fire, San José operates an airport, municipal water system, a regional wastewater treatment facility, some 200 neighborhood and regional parks, and a library system with 24 branches. The City also oversees convention, cultural, and hospitality facilities that include the San José McEnery Convention Center, Center for the Performing Arts, California Theater, Mexican Heritage Plaza, and the SAP Center San José – home of the National Hockey League’s San José Sharks.

City operations are supported by 6,647 positions and a total budget of \$4.7 billion (for the 2019-2020 fiscal year). San José is dedicated to maintaining the highest fiscal integrity and earning high credit ratings to ensure the consistent delivery of quality services to the community. Extensive information regarding San José can be found on the City’s website at www.sanjoseca.gov.

DEPUTY DIRECTOR, DEBT & TREASURY MANAGEMENT

City of San Jose, CA

THE OPPORTUNITY

The Finance Department's mission is to manage, protect and report on the City of San José's financial resources to enhance the City's financial condition for residents, businesses and investors.

The Finance Department has four core divisions:

- Accounting
- Debt & Treasury Management
- Purchasing & Risk Management
- Revenue Management

The Finance Department works in partnership with the departments of Human Resources, Information Technology, and Public Works as the Strategic Support City Service Area (CSA) to effectively develop, manage and safeguard the City's fiscal, physical, technological and human resources to enable and enhance the delivery of City services and projects. The Finance Department has 126 employees.

The Deputy Director, Debt & Treasury Management reports through the Assistant Director of Finance to the Director of Finance, and is responsible for the Treasury Division's Debt Management, Investment, Banking and Cashiering activities. The Deputy Director also supports the Assistant Director of Finance and ensures that all departmental policies, procedures, and programs are carried out efficiently and effectively.

The Deputy Director, Debt & Treasury Management's key areas of management and oversight include:

- Debt Management Program with an existing debt portfolio of \$4.6 billion including \$772 million in multi-family housing bonds. The debt portfolio consists of multiple credits and financing structures, including general obligation bonds, lease revenue bonds, special assessment and tax bonds, enterprise revenue bonds (airport and sewer), tax allocation bonds, and multi-family housing revenue bonds. This diverse credit portfolio includes both tax-exempt and taxable debt, and various short-term facilities, including two active commercial paper programs. The City has an aggressive pipeline of projects planned over the next decade, including a recently approved \$650 million Measure T general obligation bond, an estimated \$1.2 billion capital improvement program for the San José International Airport, the Regional Wastewater Facility Capital Program, an expansion of the Affordable Housing Program, the Convention Center expansion, and expansion of the Solar4America Ice at San José facility through a partnership with the San José Sharks Ice, LLC. The City also aggressively and actively manages the debt portfolio for restructuring and refunding opportunities.
- Investment Program with a \$2 billion actively managed investment portfolio, management of the counterparty credit analysis function for the San José Community Energy's power portfolio and the investment portfolio.
- Banking and cashiering activities for the City, which currently include a banking services procurement as well as a review of public banking studies to be presented to the City Council.

The top priorities will be:

- Working on current critical projects underway throughout the City requiring interim and long-term capital financing.
- Working closely with the Director of Finance on matters related to the Debt Management Program.
- Working with the Assistant Director of Finance on all operational aspects of the Debt & Treasury Management Division.
- Leading lean, hardworking teams while addressing personnel performance challenges when needed.

The Deputy Director, Debt & Treasury Management has two direct reports (Principal Investment Officer and Debt Administrator) and 21 indirect reports. Of the 21 indirect reports, 7 are management positions.

THE IDEAL CANDIDATE

The City of San José seeks innovative and high performing professionals to be a key contributor to the Finance Department and the City. The ideal candidate will have a stable work history and bring an extensive background in debt issuance and administration, and investment portfolio management to the City of San José. This person will have outstanding communication skills and be very comfortable making persuasive presentations with credibility and confidence. This deputy will diligently fill the vast oversight role for the debt and investment programs and be highly focused on maintaining compliance, while managing operations and a heavy project load.

The selected candidate will possess intellectual curiosity and foster an environment of continuous improvement and job satisfaction. He/she will enjoy working in a fast-paced and highly collaborative environment which will involve engaging with peers and consultants, challenging established but ineffective norms when warranted, and aligning toward final decisions and plans. This person will be passionate about the job and mission and exude a strong sense of pride in all the contributions the Division makes toward City-wide projects and goals.

The ideal candidate will be technologically savvy and willing to perform the work at all levels. Lastly, the selected candidate will be someone who embraces the City's history and appreciates the opportunity to soak up institutional knowledge from mentors and partners throughout the City.

Education, Certifications and Experience

- This position requires a combination of education and experience such as a bachelor's degree (a master's degree is preferred) in business, public administration, or related field; AND six years of increasingly responsible experience in senior level administrative and/or analytic work.
- Management experience in a similarly complex public agency or private business is strongly preferred.

Nationwide candidates from the public and private sector are invited to apply.

COMPENSATION

The salary range for this position is **\$120,400 to \$187,546** per year (3% general wage increase in July 2020). The Deputy Director also receives an approximate five percent (5%) ongoing non-pensionable compensation in addition to the base compensation listed above. The City provides an excellent array of benefits, including:

- **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.
- **Vacation Time/Executive Leave** – Vacation is accrued initially at the rate of three weeks per year with amounts increasing up to five weeks after 15 years of service. Consideration for prior years of government service may be given in determining the starting accrual rate. Executive Leave of 40 hours is granted annually and depending upon success in the Management Performance Program, could increase to up to 80 hours.
- **Sick Leave** – Accrued at the rate of approximately 8 hours per month.
- **Holidays** – The City observes 14 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 benefits website at:

<https://www.sanjoseca.gov/your-government/departments/human-resources/benefits>

HOW TO APPLY

Please apply **on-line** by **March 13, 2020** at www.alliancerc.com. For questions, inquiries or candidate recommendations, please contact:

Sherrill Uyeda or Cindy Krebs

ALLIANCE RESOURCE CONSULTING LLC

1 Centerpointe Drive, Suite 440
La Palma, CA 90623

Telephone: (562) 901-0769

E-mail: suyeda@alliancerc.com or
ckrebs@alliancerc.com

The City of San José is looking to hold first-round interviews during the first week of April 2020.

An Equal Opportunity/ADA Employer