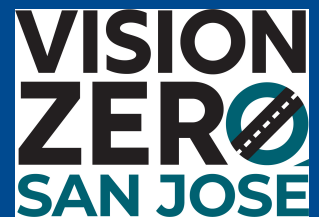




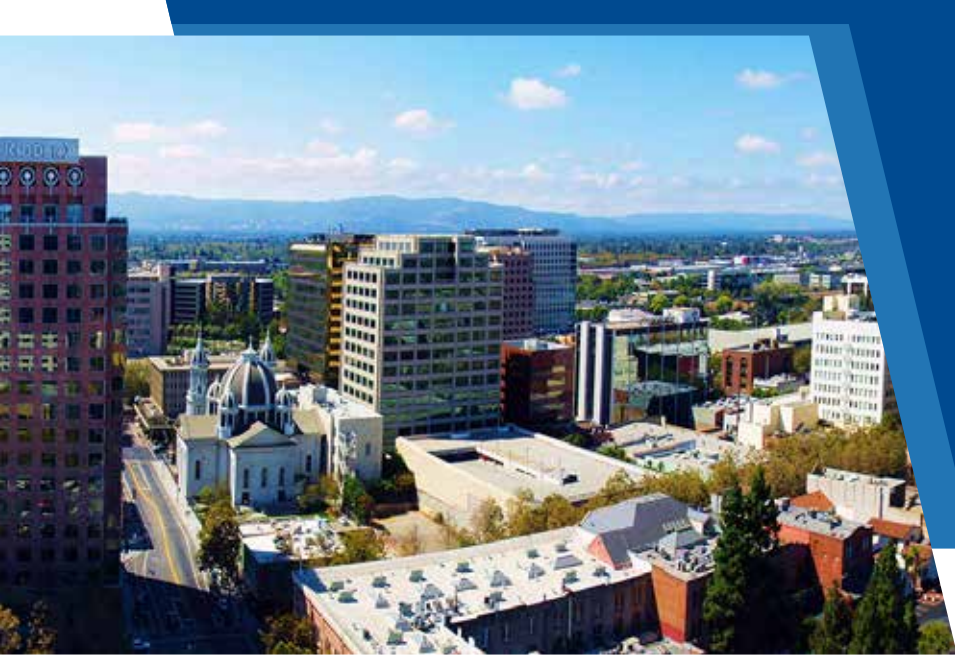
CITY OF SAN JOSE  
DEPARTMENT OF TRANSPORTATION

# Deputy Director

Transportation Safety, Operations  
and Parking Division



We are looking for someone with vision, perseverance, and a strong desire to make a positive change as part of a local government.



## THE CITY

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 178 square miles at the southern tip of the San Francisco Bay, San José is Northern California’s largest city 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’s quality of life is unsurpassed. Surrounded by the Diablo and Santa Cruz mountain ranges and enjoying an average of 300 days of sunshine a year, residents have easy access to the beaches along the California coast including Santa Cruz, Monterey, and Carmel; Yosemite and Lake Tahoe in the Sierra Nevada; local and Napa Valley wine country, and the rich cultural and recreational life of the entire Bay region.

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. Nineteen public school districts 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.

City operations are supported by more than 6,600 positions and a total budget of approximately \$5.3 billion for the 2022-2023 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](http://www.sanjoseca.gov).

## DEPARTMENT OF TRANSPORTATION

The Department of Transportation (DOT) has approximately 500 employees and a current year Operating and Capital Budget of \$575 million. DOT is a customer-focused, goal-oriented organization responsible for services that provide for the safe and efficient movement of people by all travel modes. It plans and programs capital improvements for pedestrians, bicyclists, motorists, and transit users to meet the needs of residents and businesses; operates the City’s parking and traffic systems in a manner that is sensitive to community needs; and repairs and maintains the City’s assets in 2,500 miles of street right-of-way including a massive infrastructure of streets, sidewalks, landscaping, traffic devices, streetlights, sewers and storm drains, as well as playing a vital role in our community forest.

# THE POSITION/DIVISION

Reporting to the Director's Office, the Deputy Director of Transportation Safety, Operations and Parking Division (TSOP) will be responsible for strategic planning and direction, supervision and management of the Traffic Safety and Vision Zero Programs, Traffic Signal Design, Operations and System Management, Streetlight System Control and Management, and Parking and Downtown Operations.

- » Direct and lead multiple teams by establishing division goals, performance standards, conducting regular evaluations of staff members' performance, and coaching staff members on performance and career development.
- » Monitor technology solutions and plan for system roadmaps that will benefit the City's ability to provide roadway safety, operations and parking services in the most efficient and cost-effective manner.
- » Lead in the development and administration of the division's annual budget; staff development and engagement.
- » Collaborate with other city departments in support of community safety, vehicle abatement, ending homelessness and other related enterprise priorities.
- » Ensure meaningful engagement with council offices, community groups, technical bodies, and taskforces. Respond to and resolve difficult and sensitive citizen inquiries and complaints.

Experience within the last 5 years is highly desirable on the following:

- » Direct management and responsibility for overseeing roadway safety engineering and operations, with proficiency in the application of traffic control devices and traffic signal systems operations and management and roadway lighting.
- » Direct management and responsibility for overseeing on street parking operations, including residential permit parking and vehicle abatement program; parking garages and control systems.
- » Expert personnel management skills, including staff development, coaching, evaluation and hiring.
- » Direct responsibility for and success in attainment of (1) high customer satisfaction (2) reliability, (3) performance, (4) program delivery success.

## Downtown San Jose PARKING

### 1. Market & San Pedro Square

33% FULL

### 2. Convention Center Garage

30% FULL

### 3. Third Street Garage

34% FULL

### 4. Fourth Street Garage

16% FULL

### 5. Second & San Carlos Street Garage

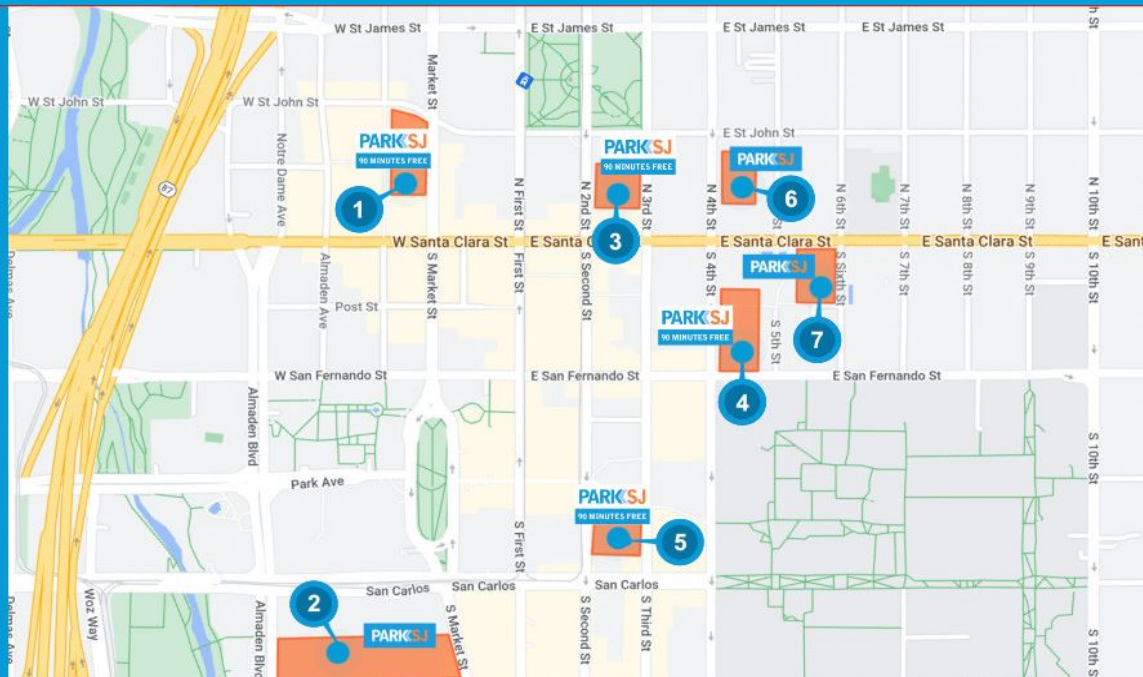
45% FULL

### 6. Fourth & St. John Garage

80% FULL

### 7. City Hall Garage

61% FULL





## THE IDEAL CANDIDATE

- » **Job Expertise** - Demonstrates knowledge of and experience with applicable professional/technical principles and practices, City-wide and departmental procedures/policies, and federal and state rules and regulations. Possession of a Professional Engineer license is highly desirable.
- » **Leadership** - Leads by example; demonstrates high ethical standards; remains visible and approachable and interacts with others on a regular basis; promotes a cooperative work environment, allowing others to learn from mistakes; provides motivational supports and direction.
- » **Supervision** - Sets effective long and short-term goals based on a good understanding of management practices; establishes realistic priorities within available resources; provides motivational support; empowers others; assigns decision-making and work functions to others in an appropriate manner to maximize organizational and individual effectiveness.
- » **Communication Skills** - Effectively conveys information and expresses thoughts and facts clearly, orally and in writing; demonstrates effective use of listening skills; displays openness to other people's ideas and thoughts.
- » **Analytical Thinking** – Approaching a problem or situation by using a logical, systematic, sequential approach.

## EDUCATION & EXPERIENCE

- » Any combination equivalent to successful completion of advanced course work from an accredited college or university in business, public administration, or related field; and six (6) years of increasingly 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.
- » Professional Engineering License highly desired but not required.





## COMPENSATION AND BENEFITS

The approved salary range for this position is **\$140,154.56 - \$226,257.20** (includes 5% non-pensionable pay). The actual salary shall be determined by the final candidate's qualifications and experience.

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.
- » **Personal Time** – Vacation is accrued initially at the rate of three weeks per year with amounts increasing up to five weeks after 15 years of service. Executive Leave of 40 hours is granted annually and depending upon success in the Management Performance Program could increase up to 80 hours. 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 benefits website:

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

# APPLICATION AND SELECTION PROCESS

To be considered for this exceptional career opportunity, submit your résumé, cover letter, and a list of six work-related references (two supervisors, two direct reports, and two colleagues, who will not be contacted in the early stages of the process) by April 30, 2023. Résumé should reflect years and months of employment including beginning/ending dates.

For further information and to send your documents, please contact Carolyn Landon-Ramirez at [carolyn.landon-ramirez@sanjoseca.gov](mailto:carolyn.landon-ramirez@sanjoseca.gov).

Résumés will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultants immediately following the final filing date. Candidates deemed most qualified will be referred to the City. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.

Per the City's [COVID19 Mandatory Vaccination Policy](#), the City requires all employees starting on or after February 11, 2022 to provide proof of vaccination as a condition of employment absent a documented medical and/or religious exemption. Proof of vaccination means that employees are required to be "up-to-date" with regards to the COVID-19 vaccine. Consistent with the Santa Clara County Public Health Order issued on December 28, 2021, "up-to-date" means that employees are required to be vaccinated with the entire recommended initial series of a COVID-19 vaccine (two doses of the Pfizer, Moderna or Novavax COVID-19 vaccine or a single dose of the Johnson & Johnson COVID-19 vaccine).

