

Chief Deputy Director, Public Works (UC)

Restricted to employees of the Department of Public Works

Salary Range: \$199,842.12 - \$302,477.16 (Range R-20)

Filing Period: June 22, 2017 – June 29, 2017



The Opportunity

This position is unclassified, and distinguished by its executive and administrative responsibility as the chief assistant to the Director of Public Works in the overall administration of the Department. The Department of Public Works is responsible for the planning, project management, design, construction, operation, and maintenance of roads, bridges, airports, sewers, water supply, flood control and water conservation facilities, and regulatory and ministerial programs for the County of Los Angeles, Los Angeles County Flood Control District, other special districts, and contract cities that request services. In addition, the Department is responsible for providing the capital project management of County facilities, which includes coordinating the design and construction activities.

Public Works has an annual budget exceeding \$2 billion, over 4,100 budgeted positions, and 148 operating funds.

Examples of Duties

- Oversees the day-to-day operations of the Department.
- Acts for the Director of Public Works in his absence, including conferring with the Board of Supervisors, the Chief Executive Officer, and their designees to discuss issues, coordinate activities, and resolve problems.
- Has direct responsibility for administering multiple branches.
- Assists the Director in the development of strategies, policies, and programs in conjunction with the Board of Supervisors, the Chief Executive Office and other County department executives to achieve County strategic objectives.
- Develops, recommends and implements management concepts, objectives, policies, and systems for carrying out the work of the Department.
- Assists the Director in managing the emergency operations of the department during/after major events, such as earthquakes, fires, flooding, and land/mudslides.
- Assists the Director as liaison and spokesperson with legislative bodies and other public and private organizations on matters related to Department activities and financing.
- Assists the Director in addressing critical personnel matters pertaining to major recruitment efforts, risk management issues, and media relations.
- Establishes and maintains effective working relationships with other County departments, government agencies, the business community, and the public.
- Creates an organizational culture that values diversity, recognizes and rewards reasonable risk taking, and encourages creative thinking and innovation.



Qualifying Experience and Licenses

Demonstrated knowledge, skills, and abilities required in managing a major branch within the Department of Public Works as an Assistant Director, Public Works.*

LICENSES: A current California Certificate of Registration as a Professional Engineer. A valid California Class C driver license or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

**To qualify, candidates must have County status as an Assistant Director, Public Works as evidenced by holding such payroll title.*

Candidate Selection

Each candidate's experience and qualifications will be evaluated based on information submitted at the time of application to determine the level and scope of the candidate's preparation for this position. The resume should include any additional information that the candidate wishes to be considered. Only the most qualified candidates will be invited to participate in the selection process. The names of the candidates will be submitted to the Director of Public Works for final selection. The selection interview will be on July 6, 2017.

Filing Instructions

Qualified candidates are invited to submit a statement of interest and their resume detailing education completed, positions held, current salary and special qualifications. Resume should include the following:

- Information required to determine if the candidate meets the Qualifying Experience, Licenses, and Desirable Qualifications sections of this recruitment announcement.

Please submit resume, cover letter, and record of accomplishments to the following e-mail address: ExecutiveRecruitment@hr.lacounty.gov by June 29, 2017. Indicate the position title of Chief Deputy Director, PW in the subject line of your e-mail. Electronic submittals are preferred. Confidential inquiries welcomed to:

Lowell Burton
County of Los Angeles
Department of Human Resources
213.974.2429
lburton@hr.lacounty.gov



Recruitment services provided by the
Department of Human Resources.

This announcement may be downloaded from the County of Los Angeles website at: <http://hr.lacounty.gov>

VOLUNTARY STATE AND FEDERAL INFORMATION — Pursuant to state and federal requirements, we are requesting that you voluntarily provide the following information: (1) your race/ethnicity and (2) your gender. This information should be on a separate piece of paper (without your name) attached to your resume. This page will be removed from your resume when it is received, kept confidential, and utilized solely for required statistical purposes.

Desirable Qualifications

- Extensive experience in a diverse engineering agency, with direct management responsibility for a wide range of civil engineering specialties or areas, such as airports, building codes, capital project management, community improvement districts, construction, design, flood control, fleet management, hydraulic or hydrologic engineering, industrial waste regulations, land management, lighting districts, maintenance, mapping, road systems, sanitation, soils and materials, solid waste management, storm water quality, surveying, transit operations, transportation/traffic right-of-way engineering, water resources, and water systems.
- Demonstrated ability to work effectively with senior management, elected officials, Board Deputies, and other legislative bodies, and the public.
- Knowledge of federal, state, and local regulatory codes pertaining to buildings, industrial waste, solid waste, water quality and supply, pollution control, streets and highways and vehicles.
- Experience in, or knowledge of, organizational analysis techniques required to identify and consolidate functions and to assess systems and personnel resources required to carry out such functions.
- Demonstrated experience in public relations and human resources management.
- Experience working with professional organizations in the public works arena, such as the American Public Works Association, American Society of Civil Engineers, County Engineers Association of California, International Code Council, National Association of Flood and Stormwater Management Agencies, National Fire Protection Association, Solid Waste Forum, Urban Water Institute, and the Western Council of Construction Consumers.
- Strong leadership skills, demonstrated by the ability to influence, motivate and challenge people to implement strategies, achieve objectives, and demonstrate core values.
- Strong verbal and written communication skills.
- Advanced education in engineering, business, or public administration.

**THE COUNTY OF LOS ANGELES IS AN ACTIVE
EQUAL OPPORTUNITY EMPLOYER**