



City of Newport Beach



Deputy Public Works Director



City of Newport Beach

The City of Newport Beach is one of Southern California's most picturesque and popular beach communities. Located in the center of coastal Orange County – with Los Angeles to the north and San Diego to the south – Newport Beach offers one of the finest climates in the Nation. The City is also known for its fine residential neighborhoods, strong business community, quality school system, vast recreational opportunities, beautiful beaches, excellent dining, and world class shopping districts.

The City has a permanent population of over 85,000 residents. During the summer months the City population can grow to more than 200,000 with daily visitors. In the heart of the City is Newport Bay, where more than 9,000 boats are docked within the harbor. The Bay and City's eight miles of ocean beaches offer outstanding fishing, swimming, surfing, and aquatic sports activities. Area schools, including the University of California, Irvine (just outside the City's border), are among the best in California. Eight other colleges are within a 30-mile radius.

Community attractions include Crystal Cove State Park, the historic Balboa Pavilion and Fun Zone, two ocean piers, white sandy beaches, extensive bikeways, Fashion Island/ Newport Center, the Resort at Pelican Hill, plus many fine dining establishments.

City Government

As a charter city, Newport Beach is governed by a seven member City Council, operating under a council/manager form of government with a 2013-14 operating budget of approximately \$219 million. The City employs 736 full-time employees and over 400 part-time and seasonal employees. Newport Beach has a history of impressive financial strength with current General Fund reserves exceeding \$81 million and currently holds an AAA implied General Obligation rating with each of three major rating agencies.



City Public Works Department

The City of Newport Beach is committed to maintaining a high quality of life by providing essential infrastructure and public facilities. The Public Works Department is responsible for managing a comprehensive and ambitious infrastructure improvement program designed to meet the current and future needs of the community and to protect the City's physical and natural assets. Public Works has an operating budget exceeding \$8 million and a Capital Improvement Program budget of approximately \$70 million. The CIP budget is augmented with another \$21 million in on-going projects and assessment district improvement projects. The Department includes the following Divisions: Engineering and Transportation Services, Harbor Resources, and Administration.

The Public Works Team consists of 35 full-time employees, part-time and contract employees, consultants and contractors which work together to accomplish the department's mission, "protecting and providing quality public improvements and services." Current Department Goals include:

- Recruit, develop and retain the best possible Team members for Public Works.
- Oversee project and construction management of scheduled Capital Improvement Program projects including Council priorities such as Marina Park, Sunset Ridge Park, Traffic Signal Modernization, Neighborhood Revitalization Improvements, and Harbor and Tidelands Improvements.



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- Continuously improve our project delivery capability and use of project management tools to assure we are optimally organized, have the most efficient processes and have the right core competencies to deliver the highest quality improvements and services on time and on budget.
- Continue efforts to update infrastructure master plans to reflect the community's goals of quality public infrastructure that are sustainable into the future with emphasis on facilities, transportation, environmental and water quality, and tidelands; and to translate the master plans into a five-year strategic plan and capital program budget.

Deputy Public Works Director

The Deputy Public Works Director will report to the Public Works Director and will administer and oversee the personnel, projects and functions of the Engineering and Transportation Services Division. The Engineering and Transportation Services Division is further broken down into Engineering, Construction Services, Transportation and Development Services, and Water Quality and Environmental Programs. Typical areas of involvement, expertise and oversight for this position are in private property development and permitting; transportation and traffic planning and operations; water, sewer and storm drain design and construction, roadway and bridge rehabilitation and construction; buildings and major facility planning and construction, urban runoff and storm water quality; marine structures and facilities and other civil works.

The Ideal Candidate

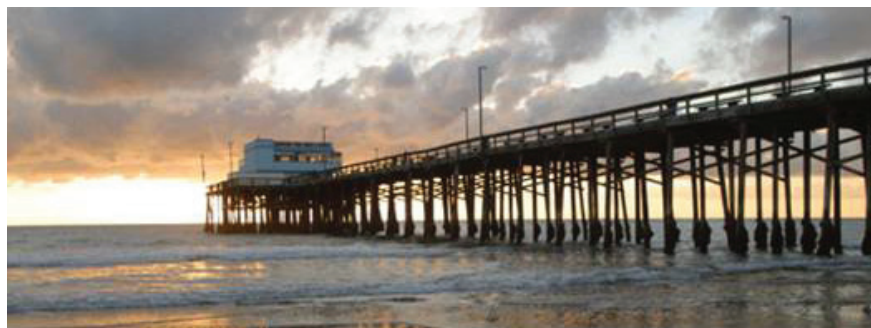
A successful candidate will have a firm understanding of advanced principles and practices of Civil Engineering including CIP management, land development and subdivision, transportation planning, traffic engineering and traffic operations. This candidate will also have the ability to manage and prioritize a high volume of projects simultaneously while staying abreast of the new trends in the field of Civil Transportation Engineering. The ideal candidate will also have previous City Engineering experience and a proven track record of teamwork and customer service.

This position requires a minimum of six (6) years of increasingly responsible professional public works civil engineering experience including three (3) years supervisory experience along with substantial experience in the managing of public works CIP programs, transportation engineering, and/or development services. A Bachelor's degree in Civil Engineering or a closely related field is required. A Master's degree in Public Administration, Business Administration or related field is preferred.

Compensation Package

The current salary range is \$143,145 to \$173,971 annually. Starting salary will be commensurate with the selected candidate's qualifications. This position is covered by the Key & Management unrepresented group which includes the following competitive benefits package:

- **Retirement:** CalPERS 2%@60 (classic PERS members) or 2% @ 62 (new PERS members)
 - **Cafeteria Plan:** \$1,568 monthly cafeteria allowance to purchase medical, dental and vision insurance.
 - **Life Insurance:** \$50,000 in City-paid coverage.
 - **Flex Leave:** Initially 18 days annually up to a maximum of 31 days (based on years of service).
 - **Administrative Leave:** Up to 80 hours per calendar year.
 - **Holidays:** Equivalent to 12 paid holidays per year.
- Executive Benefits currently under review.*



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The Selection Process

Please visit our City's website to apply online and to view the full description of the position and its requirements at www.newportbeachca.gov. Candidates must include a cover letter briefly addressing their increasingly responsible professional public works civil engineering experience along with supervisory experience, resume and three professional references with the online application.

The final filing date for this recruitment is Tuesday, April 15, 2014 at 5 p.m.

The selection process will begin with a complete evaluation of the application and supplemental materials. Candidates deemed the most qualified as reflected in their application materials will be invited to an oral interview and/or assessment(s) that will measure the candidate's combination of experience, training, knowledge, education, skills, abilities and other characteristics. The selected candidate will undergo an extensive background process including criminal history, credit history, driving record, military record, civil records check, past and current employers, education and reference checks. Please contact Human Resources at (949) 644-3298 if you have any questions.

The City of Newport Beach is an equal opportunity employer and does not discriminate on the basis of any class protected by law.



City of Newport Beach
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www.newportbeachca.gov