



**SACRAMENTO REGIONAL TRANSIT DISTRICT  
invites applications for the position of:**

## **Director, Light Rail Operations**

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<b>SALARY:</b>	\$124,944.00 - \$174,876.00 Annually
<b>DEPARTMENT:</b>	Light Rail Operations
<b>OPENING DATE:</b>	10/25/22
<b>RECRUITMENT TYPE:</b>	Internal/External
<b>DESCRIPTION:</b>	

**THIS POSITION WILL REMAIN OPEN UNTIL FILLED. APPLICATIONS ARE REVIEWED AS RECEIVED, AND INTERVIEWS WILL BE SCHEDULED FOR MOST QUALIFIED CANDIDATES, AS APPLICATIONS ARE REVIEWED.**

The purpose of this position is to direct the District's light rail vehicle operations. This is accomplished by evaluating and supervising operations personnel, creating and updating operating rules and procedures, preparing operating plans for expanded service, monitoring the application of labor agreements for work assignments, preparing and monitoring operating and capital budgets, and developing and reviewing appropriate training programs. Other duties include performing administrative tasks.

### **EXAMPLES OF DUTIES:**

- Directs the light rail operations department by evaluating and supervising transportation personnel, reviewing performance statistics, preparing division notices referencing operation practices, creating and updating operating rules/procedures, preparing an operating plan for expanded service, and developing training criteria.
- Performs administrative duties by participating in contract negotiations for bargaining unit agreements, verifying employees are paid in accordance with labor agreements, interpreting labor agreements, preparing and monitoring budgets, reviewing expenditures, and developing and reviewing training programs. Attends meetings on a variety of topics involving other departments and agencies.
- Develops, implements and manages programs, policies, and procedures by setting annual goals and standards, measuring and reporting monthly progress, reviewing existing department policies and procedures, and developing needed plans and procedures for improvements.
- Supervises personnel by developing the department's management team, overseeing department training and daily functioning, performing periodic performance evaluations, organizing and prioritizing department work, directing and empowering subordinate staff,

and communicating effectively to the department. Responds to, contains, and manages emergency situations 24/7.

## MINIMUM QUALIFICATIONS:

*A combination of education and/or experience that provides the required knowledge, skills and abilities to perform the essential functions of the position. SacRT reserves the right to determine the equivalences of education and experience.*

**Education:** Bachelor's degree or equivalent in Business Administration, Public Administration, Management or a related field.

**Experience:** A minimum of seven (7) years of progressively responsible experience in public transportation, with four (4) years of experience in a rail operations or maintenance environment, and three (3) years of supervisory experience.

**Certification & Other Requirements:** Possession of a valid California C driver's license is required.

**Proof of required education beyond high school, such as college transcripts, diplomas, and/or certificates must be submitted at the time of application, if not substituting experience for the education requirement.**

## FILING INSTRUCTIONS/SUPPLEMENTAL INFORMATION:

The minimum qualifications as stated on this job announcement represent only the basic requirements of the position. Meeting the minimum qualifications does not guarantee that a candidate will be invited to participate in other examination segments of the selection process. An employment application and proof of education, as outlined above, are required for this position. Applications, job announcements, and the complete job description are available at our website at [www.sacrt.com](http://www.sacrt.com).

**A completed employment application and proof of education, as outlined above, must be submitted online. Applications are reviewed as received, and interviews will be scheduled for most qualified candidates. SacRT will not process incomplete applications. Resumes are not accepted in lieu of an application, but may be included with the application.** For more information on benefits, a summary sheet is available from the Human Resources Department. The Human Resources Department will make reasonable efforts in the recruitment process to accommodate candidates with disabilities. For more information, contact the Human Resources Department at (916) 556-0298.

**SacRT has a stand alone pension plan which is not part of, nor does it have reciprocity with CalPERS.**

**SacRT is an Equal Opportunity EOE Employer - Minorities/Women/Disabled/Veterans.**

**This position falls under Management and Confidential Employee Group (MCEG).**

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.sacrt.com/Career/>

Position #2023-00744IE  
DIRECTOR, LIGHT RAIL OPERATIONS  
CW

2810 O Street  
Sacramento, CA 95816

## **Director, Light Rail Operations Supplemental Questionnaire**

- \* 1. Describe, in detail, your progressively responsible experience in public transportation. In your response, please include the employer and number of years/months you performed these functions.
  
- \* 2. Describe, in detail, your experience in a rail operations or rail maintenance environment. In your response, please include the employer and number of years/months you performed these functions.
  
- \* 3. Describe, in detail, your supervisory experience administering contracts in a union environment. In your response, please include the employer, specific responsibilities, size of the workforce, and number of years/months you performed these functions.
  
- \* 4. Describe, in detail, your experience working with Centralized Train Control (CTC) and Supervisory Control and Data Acquisition (SCADA) software programs.
  
- \* 5. Describe, in detail, all your experience working in a highly regulated environment. In your response, please include the employer, the nature of the regulations that you worked under, and number of years/months you performed these functions.
  
- \* Required Question