



## Sacramento Regional Transit District Vice President, Capital Programs

<b>SALARY</b>	\$168,072.00 - \$225,204.00 Annually	<b>LOCATION</b>	1400 29th Street Sacramento, CA
<b>JOB TYPE</b>	Full Time	<b>JOB NUMBER</b>	TBD
<b>DEPARTMENT</b>	General Manager/CEO	<b>OPENING DATE</b>	04/05/2023
<b>CLOSING DATE</b>	Continuous	<b>RECRUITMENT TYPE</b>	Internal/External

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### Description

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

**Please note: Initial pay placement will be determined by qualifications.**

The purpose of this position is to provide leadership as a Vice President of SacRT and to provide executive direction and strategic management over the areas of Systems Design, Construction, Engineering and Project Management. The incumbent collaborates with other Executive Management Team members to ensure a commitment to continuous improvement of transit service delivery and strategic system development. The incumbent is expected to act as a top-level advisor to the Deputy General Manager/CEO, General Manager/CEO and SacRT's governing board.

### About SacRT

The Sacramento Regional Transit District (SacRT), is the largest transit provider in the SACOG six county mega-region, serving over 22 million passengers a year (pre-pandemic) covering a 440-square mile service area throughout Sacramento County, which includes service in the cities of Sacramento, Citrus Heights, Elk Grove, Folsom and Rancho Cordova. SacRT operates approximately 82 bus routes (fixed-route, dial-a-ride and microtransit); 43 miles of light rail serving 53 stations; and ADA paratransit service.

Over the last seven years, SacRT has undergone a historic transformation to optimize service, seek continuous and innovative mobility options, and bring greater value to the Sacramento region by improving fiscal stability – building reserves, attracting new riders, and heightening our commitment to providing clean, safe and convenient service for people who live, work, and play in the Sacramento region.

SacRT is an award-winning agency receiving the 2021 national APTA Outstanding Public Transportation System of the Year award for accomplishment and innovations in public transportation; the 2022 and 2019 national TSA Gold Standard Security Award for the highest standard of excellence; and the 2021 and 2020 national APTA Rail Safety Gold Award for our multi-faceted and innovative approach to reducing crime and fare evasion.

Serving the capital of a state leading on many technology and green infrastructure efforts, SacRT has partnered and embraced these innovations to foster a more dynamic transportation system. SacRT was the first transit agency in the nation to implement an unrestricted system-wide fare-free program for youth in grades kindergarten through 12th; expanded microtransit service, called SmarT Ride, to nine zones, making it one of the largest programs in the nation; annexed three cities' transit services into the network to regionalize service; and after a two-year public engagement process, implemented SacRT Forward, a comprehensive system-wide bus network redesign; launched two new express bus services, Causeway Connection, connecting the cities of Davis and Sacramento, and an Airport Express bus using zero emission electric vehicles in partnership with Yolobus and Electrify America (EA); and after more than 30 years of contracting, SacRT transitioned the operation of our ADA Paratransit and non-ADA Demand Response service back in-house, called SacRT GO.

The Sacramento region is a wonderful place to live, work and play. It has diverse and inviting neighborhoods, exciting entertainment and arts, agricultural lands that feed both the world and fill local farmers markets, and a diversity of beautiful scenery, natural places and recreation. Best of all, residents have many travel options to easily get to all their destinations. And it's an opportune time to become a part of the SacRT team. SacRT is enjoying exciting growth and expansion with more than \$6 billion in planned capital projects, including the Light Rail Modernization Project, Bus Rapid Transit Project, ZEV transition and many other pioneering projects. The Vice President, Capital Programs is be poised to play a vital role in the future of SacRT.

## Examples of Duties

- **Strategic Oversight of Projects:** Assist and support SacRT by providing executive level management oversight and strategic direction, assisting with the overall management and administration of program activities and internal operation of SacRT, directing executive leadership project development and facilitating project activities critical to SacRT strategic initiatives. Represent the interests and positions of SacRT in a wide range of strategic projects intended to ensure SacRT is continuously improving.
- **Business Process Improvement:** Utilize SacRT-wide process improvement programs based on assessment of project and resulting needs and resources. Manage the development and implementation of business improvement processes by creating a dynamic group environment that will assist in the identification of crucial issues. Ensure collaborative, productive, and result-driven plans.
- **Policy Development and Implementation:** Provide oversight for the development and implementation of policies that support SacRT. Develop SacRT policies and standard operating procedures under the direction of the General Manager/CEO or Deputy General Manager/CEO. Confer with SacRT management regarding operational and support service activities and programs; direct and interpret SacRT policies and procedures; and ensure governmental and policy regulations are enforced.
- **Construction and Engineering:** Plan, organize, direct, and coordinate the full range of activities related to capital construction, engineering, and improvement projects. Plan, organize and direct project management, transit systems engineering and project control functions. Direct and oversee engineering support to other divisions including the engineering design, construction, and construction management of projects. Plan, organize, implement, and monitor all aspects of established safety and security policies, procedures, and programs to mitigate risk for capital projects. Assign responsibilities and project priorities to division managers/directors to complete design and construction of capital projects. Manage capital projects and consultant contracts and provides policy guidance in the development of capital projects by SacRT staff. Meet with and secure funding and approval from state, federal and local agencies. Confer with SacRT operations staff to refine scopes of projects under development. Plan, organize, direct and coordinate the full range of duties related to managing capital improvement programs including resolving ADA universal standards and access issues.
- **Executive Duties:** Represent the District at national, state, and local meetings/conferences. Consult with other government agencies, business community, and private organizations to resolve issues, explore opportunities, advocates SacRT's concerns/interests with regard to City/County capital projects, and for planned projects or projects under development. Participate and present information at public meetings. Provide feedback on development projects or other transit agency projects. Formulate policies, procedures, and practices for the assigned functional areas and make recommendations to Executive Management Team, Deputy General Manager/CEO, General

Manager/CEO, and Board of Directors. Establish and maintain an effective system of communications throughout the organization. Perform other duties as assigned.

## 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 equivalencies of education and experience.*

**Education:** Bachelor's degree or equivalent from an accredited college or university in Engineering or a related field.

**Experience:** A minimum of ten (10) years of experience in engineering, project development, design, estimating, scheduling, budgeting, contract administration, construction supervision or management, and project management with a strong emphasis on transportation and rail transit systems and facilities or a related field.

**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 is required for this position. Applications, job announcements, and copies of the complete job description are available at our website at [www.sacrt.com](http://www.sacrt.com).

**Completed employment application and proof of education, as outlined above, must be submitted online. This position will remain open until filled. 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 Employer EOE - Minorities/Women/Disabled/Veterans.**

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

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### Agency

Sacramento Regional Transit District

### Address

1400 29th Street

Sacramento, California, 95812

### Phone

9165560298

### Website

<http://www.sacrt.com/>

**\*QUESTION 1**

Describe in detail, your experience in the following areas. In your response, include the employer and number of years/months you performed the duties. A. Engineering B. Capital Projects Management with emphasis on transportation, transit systems and facilities C. Contract Administration D. Construction Supervision or Management

**\*QUESTION 2**

Describe your leadership style. How do you manage your time and how do you ensure there is proper oversight in all areas you are responsible for?

**\*QUESTION 3**

Describe what you would consider as your most significant accomplishment.

\* Required Question