ABOUT THE CITY OF ANAHEIM

The City of Anaheim, founded in 1857, is one of the nation’s premier municipalities and is one of California’s most populous cities. Anaheim covers 50 square miles with more than 345,000 residents and more than 2,950 City employees. The municipal corporation’s annual budget is $1.6 billion. Anaheim supports a thriving business community with companies such as Carl Karcher Enterprises, Inc., L-3 Communications, Pacific Sunwear, and Disneyland Resort. Successful sports franchises call Anaheim home, including Angels Baseball, Anaheim Ducks Hockey, the U.S. Men’s National Volleyball Team, and the 2012 Olympic Games Silver Medal winning U.S. Women’s National Volleyball Team. Anaheim also boasts world-class meeting and entertainment venues with the Anaheim Convention Center, which is LEED-certified and the largest on the west coast; Honda Center; City National Grove of Anaheim; Anaheim Garden Walk; and Angel Stadium of Anaheim. In addition, Anaheim embraces its vibrant cultural arts community, including the world-renowned Anaheim Ballet. In addition to its vibrant, historic, and diverse neighborhoods, Anaheim annually welcomes millions of visitors to the City, truly making it where the world comes to live, work, and play. For more information, please visit www.anaheim.net.

THE OPPORTUNITY

These are extraordinary opportunities to help lead engineering transportation and design service initiatives for one of the nation’s most dynamic cities. As the City’s population grows and the economy expands, its transportation and infrastructure systems are constantly being improved to serve residential and business needs.

These two Engineering Managers, under the direction of the City Engineer, will identify priorities that will determine the path of the City’s future.

As one of the largest cities in the United States, with close to 40 million visitors a year, Anaheim is leading the way in cutting-edge transit solutions. Significant initiatives in the next few years will include:

- Transit oriented development to promote a vibrant Southern California community, where people seamlessly move between transit services to reach Southern California activity centers and business districts.
- Successful development of Regional Transit and Transportation projects.
- Enhancing our Capital Improvement Program and Citywide Infrastructure.
- Other major initiatives to support the Anaheim business community, tourist sector, citywide neighborhood improvements, and continuing renewal of the City’s historic downtown.

THE PUBLIC WORKS DEPARTMENT

The Department provides a wide range of comprehensive services to meet the City’s infrastructure, construction, development, and maintenance needs. The Department also maintains the Anaheim Resort Maintenance District.

Public Works-Engineering: This Division, led by the City Engineer, is composed of the Development Services, Capital Programs, and Traffic and Transit Services Sections.

Capital Programs and Design Services Sections: Provides a wide range of infrastructure planning services including the development of comprehensive pavement management, drainage, sewer and capital improvement plans for the City, including right of way acquisition, grant application preparation and management of the Platinum Triangle Community Facilities District.

This section is also responsible for engineering support to the Traffic and Transit Section, Development Services, Construction Services and other departments as needed.

Engineering Manager(s) for (1) Design Services and (2) Capital Programs provide:

Management, supervision and coordination of activities and operations of the Engineering Services Section.

Responsibilities include but are not limited to:

- Provide expertise in municipal engineering and leadership particularly related to capital improvement projects and operations
- Oversee immediate projects that include Right-of-Way acquisition, pavement rehabilitation, street lighting, intersection widening, capacity rehabilitation, sewer/storm drain master plans and capital funding and grant programs
- Planning and implementing capital improvement projects
- Interact and collaborate with a wide variety of community groups and other stakeholders
- Prepare recommendations on public improvements and the ways and means of financing work programs
- Exercise the highest level of accountability in management of public infrastructure, construction projects, and programs
- Ensure that contract goals are met and design and labor budgets are adhered to in an appropriate and timely fashion
- Manage the Platinum Triangle Community Facilities District and Implement the Maintenance Assessment District
- Lead, Motivate and Develop Staff by holding managers and technical staff accountable, providing a broad depth of engineering knowledge and providing effective feedback
THE IDEAL CANDIDATES

The Engineering Division provides stability, opportunity for long-term growth, a competent and supportive ‘flat organizational’ management structure, a voice in the process and creative opportunities with the ability to have a meaningful impact.

The ideal candidates for these positions will be a highly organized, hands-on, decisive, and innovative leaders with superb interpersonal skills, judgment, and integrity. Top candidates will be intuitive, inclusive, perceptive, and know when to lead and when to be supportive. Candidates for the position must be:

- Technically efficient and able to manage a solid engineering team
- An Inspired Leader
- Able to create a collaborative, team-oriented working environment
- Cultivate and foster innovative ideas
- Demonstrate extensive experience with planning, design, and implementation of large and smaller community public works projects
- Demonstrate knowledge of regulations and experience working collaboratively with governmental agencies
- Have a proven track record of achieving goals on time and on budget
- Able to train, motivate, coach and develop talent, trust and loyalty
- Experience solving difficult and/or controversial project issues
- A background working in a mid-large size municipality and/or as a City Engineer in a smaller community, and private sector experience consulting to the public sector is ideal

Personal characteristics and key competencies

- A person with the highest ethical standards who is willing to make difficult decisions based on what is right
- A leader who is collaborative and supportive; ensuring the organization works toward a common goal
- An outstanding manager of people who provides guidance and professional support to staff, offers regular feedback to employees, and serves as a mentor in providing training and growth opportunities
- Effective verbal, written communication and interpersonal skills
- A solid leader with a positive presence, demonstrates initiative, is action-oriented, exercises good judgment, treats others with respect; and is open and approachable

- Able to offer organized administration and oversight of complex engineering, construction, planning, and operational problems
- Politically astute and professional
- A listener
- Accomplished in change management, motivating staff and team building

Experience and Education

Experience and Education: Six (6) years of increasingly responsible professional engineering, transportation design, and/or capital improvement program experience including two (2) years of administrative and supervisory responsibility supplemented by a Bachelor’s degree from an accredited college or university with major course work in civil engineering, planning, or a related field. An equivalent combination of experience and education sufficient to perform the essential job functions and provide the required knowledge and abilities is qualifying. Knowledge of operational characteristics, services, and activities of assigned engineering program and the activities of a traffic and transportation program.

License/Certification Required: Possession of an appropriate, valid driver’s license. Possession of one of the following: State of California registration as a Civil Engineer, or State of California registration as a Professional Traffic Engineer.

COMPENSATION AND BENEFITS

The salary range for the Engineering Manager is from $102,721 to $141,241 annually. The generous benefits package includes:

- Retirement: City of Anaheim employees become members of the California Public Employees’ Retirement System (CalPERS).
  - New Employees who are an existing CalPERS member or a member of an agency with reciprocity with the City of Anaheim, will be enrolled in the 2.7% @ 55 CalPERS retirement benefit formula. Employees pay the full employee contribution of 8%.
  - New Employees who have never been a CalPERS member, or are a member of a retirement system (CalPERS or reciprocal) but have a break in service longer than six (6) months, will be enrolled in the 2% @ 62 CalPERS benefit formula. Employees contribute 6.75% of the normal benefit costs for this retirement benefit.
- Employees contribute 1.45% towards Medicare. The City does not participate in Social Security.
Pension contribution limitations set by the Public Employee Pension Reform Act (PEPRA) are $138,077 for new members or $260,000 for current members. Proposed 2015 limits are $140,424 for new members, and $265,000 for current members.

- **Retiree Health Savings Plan (RHS):** Employees will be enrolled in a Retiree Health Savings Plan funded by a 1% City contribution and a 1% employee contribution. This plan allows employees to save on a tax-free basis for medical expenses incurred in retirement.

- **Health Plans:** The City offers two HMO and two PPO health plans that provide coverage for the employee and their family members. Vision coverage is included at no cost. Employees may waive medical coverage and receive an opt-out credit when providing proof of coverage through another medical plan.

- **Dental Plans:** The City offers employees two dental insurance plans that provide coverage for the employee and their family members. One plan is at no cost to the employee.

- **Other Insurance Benefits:** The City offers and participates in the payment of a group life insurance program for employees and their eligible dependents. Short-term and long-term disability insurance coverage is provided at no cost to the employee.

- **Leave Provisions:** Employees accrue sick leave at the rate of 3 hours per pay period for an annual accrual rate of 78 hours per year. Payment is made each January to employees of all accumulated hours in excess of 175. Vacation hours are accrued at the rate of 4-9 hours per pay period, depending upon length of service. Employees are eligible for vacation leave upon completion of 13 pay periods. Ten (10) paid holidays are provided annually.

- **Miscellaneous Benefits:** Anaheim offers two tax saving opportunities through the Health Care and Dependent Care Flexible Spending Account that reduces taxable income. The City offers a voluntary 457 Deferred Compensation Plan for an additional tax-deferred savings option. Anaheim offers an Employee Assistance Program (REACH) free of charge to employees and family members. The Employee Transportation Center offers a Rideshare/Transportation Incentive Program to minimize travel time and costs. Access to a Credit Union provides City employees with a variety of products, services, and benefits.

- **Annual Physical:** City paid annual physical for all Executive and Administrative staff.

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**WORK LIFE PROGRAMS**

Many departments offer employees the opportunity to work an alternate work schedule. A variety of programs designed to improve and maintain health and fitness are offered. These include on site health seminars and screenings and lunchtime workout classes.

**APPLICATION AND SELECTION PROCEDURE**

To be considered for these exceptional career opportunities, submit your résumé, cover letter, and a list of work-related references, as well as the size of staff and budget you have managed. The final filing date is **Monday, February 16, 2015**. Résumé should reflect years and months of employment, beginning/ending dates as well as relevant work experience. Forward your materials to:

**CPS HR CONSULTING**

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Résumés will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. CPS HR Consulting will report the results to the City of Anaheim. The City will then select candidates to be interviewed by a panel the latter part of March. A final interview process may be scheduled for selected candidates along with extensive reference and background checks. For additional information about this position please contact Frank Rojas.