

# Assistant Public Works Director

## (Operations)



The City of Simi Valley is recruiting for two Assistant Public Works Directors as a result of one retirement and the establishment of a second Assistant Director position. One Assistant Director will be responsible for engineering and environmental compliance, and the second will be responsible for waterworks operations, sanitation operations, and maintenance operations. If you are interested in being considered for both positions, a separate application must be submitted for each position.

### Ideal Candidate Characteristics (Operations)

- Extensive knowledge and experience in public works operations such as waterworks, sanitation/waste water, and maintenance.
- Strong management and administration skills and experience.
- An individual that leads by example as well as teaches and educates staff.
- Excellent communicator including presentations at City Councils, Planning Commissions, Neighborhood Organizations, etc, including prepared and presented staff reports and other correspondence to a variety of councils, commissions and committees, boards, and neighborhood organizations.
- Participated directly with other local, regional, state, and federal agencies on Water and Wastewater issues.
- Possession of registration as a professional engineer in the State of California is desirable.

### Education & Experience Requirements

Looking for a combination of education and experience, such as:

The equivalent to a Bachelor's degree with major course work in engineering, public administration, business administration or a related field and five years of increasingly responsible public works experience including two years of administrative and supervisory responsibility.

Possession of registration as a professional engineer in the State of California is desirable.

**Salary: \$143,667 - \$185,310 annually;**

*to be increased to \$149,414 - \$192,722 annually, effective April 8, 2024.*

*Excellent benefits are also provided including fully paid medical (including family coverage) for most plans.*





## CITY OF SIMI VALLEY

### The City of Simi Valley

The City of Simi Valley, with an estimated population of 126,380 is the third largest of Ventura County's ten cities. Occupying an area of approximately 42 square miles, it is located in Southeast Ventura County, adjacent to the northwestern perimeter of the San Fernando Valley, approximately 37 miles northwest of downtown Los Angeles.

Simi Valley offers a vibrant city full of cultural diversity, historical landmarks, and beautiful rolling hills. Los Angeles International Airport, Van Nuys Airport, and Hollywood Burbank Airport are all within 40 miles and offer easy access to Simi Valley from anywhere in the world. The City is also home to 4,000 acres of parkland in 38 parks, the Ronald Reagan Presidential Library, great restaurants, near beautiful beaches, and mountain scenery. The City also provides a wealth of outdoor activities including extensive hiking and cycling trails. Simi Valley possesses the charm of a small town close to Southern California's most famous attractions and is Southern California's best-kept secret.

### Benefits

We are proud to offer a comprehensive and competitive benefits package in which medical is fully paid for most plans (including family coverage) as specified in the current employee group contract, a full calendar of employee appreciation events and activities, and many additional benefits including:

#### RETIREMENT/PENSION:

- 2% @ 55 CalPERS formula for Classic members (includes Individuals who were active members of a reciprocal public retirement system within the last six months, or were previously employed with the City of Simi Valley and enrolled in CalPERS prior to January 1, 2013), 4th Level Survivor Benefit, and single-highest year final compensation.
- 2% @ 62 CalPERS formula for New members, 4th Level Survivor Benefit, and three-year average highest final compensation.
- 401(k) with a Roth option; City match up to \$200 per month. Employees may also participate in a 457 plan.



## Benefits

- The City does not participate in the Social Security system; therefore, there is no FICA deduction from wages except for Medicare hospital insurance protection.
- The City contributes \$200/month to a health care reimbursement program for retiree medical.

### HEALTH INSURANCE:

Coverage available as early as the 1st of the month following the start date. A variety of PPO and HMO plans are available through the CalPERS Health Program. The City contributes \$157 per month and up to \$2300.90 per month in “Simiflex Dollars,” towards the cost of medical. “Simiflex Dollars” can be used to offset the cost of medical, dental, and/or vision insurance, or other optional benefits. Medical and dependent care flexible spending accounts are also available.

### PRESCRIPTION DRUG PLAN:

- Major retail options and mail order program.

### DENTAL INSURANCE:

- After the City contribution of up to \$100 per month, Dental insurance from Delta Dental costs the employee \$0 to \$31.10 per month for family coverage depending on the plan chosen.

### VISION INSURANCE:

- After the City contribution of \$19.80 per month, Vision insurance from VSP costs the employee \$2.66 per month for family coverage.

### EMPLOYEE ASSISTANCE PROGRAM (EAP):

Confidential counseling and referral service to help employees and their household members resolve personal problems, provided by Aetna.

### OPTIONAL INSURANCE FROM AFLAC:

Available plans include accident, cancer, hospital, and critical care.

### PAID LEAVE:

- 227.5 (28.44, 8-hour days) hours per year of paid time off (one bank of time that combines vacation and sick leave) which has the option to be cashed out. Accruals increase at 5 years and 10 years of service.
- 11 paid holidays per year and one floating holiday per year.

### EMPLOYEE & DEPENDENT LIFE INSURANCE, SHORT-TERM & LONG-TERM DISABILITY PLANS:

Provided at City expense.

### TUITION REIMBURSEMENT:

Up to \$1,600 per year.

### ALTERNATIVE WORK SCHEDULES:

Many positions offer a 9/80 schedule with alternative Monday or Friday off.





# Application & Recruitment Process

## TO APPLY:

Visit [www.calopps.org/city-of-simi-valley](http://www.calopps.org/city-of-simi-valley) and apply by 5 p.m., February 20, 2024.

## QUESTIONS?

Contact Human Resources via e-mail at [jobs@simivalley.org](mailto:jobs@simivalley.org) or call (805) 583-6336. Resumes are not accepted in lieu of the City's application.

## SELECTION PROCESS:

Candidates who possess the best combination of qualifications will be invited for testing. Applicants seeking Veteran's Preference must submit form DD214.

## REASONABLE ACCOMMODATION:

In compliance with the Americans with Disabilities Act, if you need special assistance in the selection process, please notify the Human Resources Division, in writing.



## CITY OF SIMI VALLEY

*Human Resources*

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An Equal Opportunity Employer  
Encouraging Workforce Diversity

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