



BUILDING & SAFETY DIRECTOR

City of Milpitas, California



WELCOME TO MILPITAS

Incorporated in 1954, the City of Milpitas is a bustling general-law city supervised by a council-manager form of government.

Located at the southern tip of the San Francisco Bay, Milpitas is a progressive community that is an integral part of Silicon Valley. With a diverse resident population of 75,521, the City of Milpitas sees each of the 339 full time employees as committed to the community's vision by providing fiscally sound, superior services.

Milpitas is a full service City with water utility, sewer utility, police and fire services. The Council makes planning and policy decisions for residents, and oversees the City's almost \$195 million budget. Issues currently challenging the City include development, quality of life, and traffic.

Recruitment Timeline:

Open Until Filled

First Resume Review:

1/10/2018

THE POSITION

The City of Milpitas is seeking an experienced and energetic manager to serve as the Building and Safety Director. The Building and Safety Director reports to the City Manager, leads a department of 19 full-time employees and a \$5 million dollar budget, and currently serves as the Chief Building Official.

The Building and Safety Department is comprised of permit center, building inspection, plan checking, and building administration. The Building and Safety Director will also be responsible for managing and coordinating our new Building Apprentice Program.

The Building and Safety Director will assume leadership of a department that has built a solid reputation as a leader in industry, including:

- Classification of 1 by the Insurance Services Officer (ISO) for Personal Lines.
- Classification of 1 by the ISO for Commercial Lines.

The Building and Safety Director will be well balanced in all areas of building and safety, and have strong oral, written, and presentation skills. He/She will have excellent interpersonal and managerial skills, as well as a willingness to work cooperatively and collaboratively with all City departments to develop solutions to problems.

THE BUILDING AND SAFETY DEPARTMENT

The Building and Safety Department strives to achieve the highest professional standards and to provide exceptional personalized service that creates a pleasant experience. The Department works to promote and ensure that new structure construction projects meet all required standards of safety through enforcement of building codes, City standards and regulations, and that existing structures and public improvements are maintained in safe condition.

The Building and Safety Department provides assistance to the Community Development Block Grant (CDBG) Housing Rehabilitation Program to enhance the quality of life for low-income families.

MORE ABOUT MILPITAS

Milpitas is the 8th fastest growing city in the United States according to the US Census, and the 2nd fastest growing in California. Milpitas also boasts the third highest job growth among the 515 qualifying cities by Wallet Hub. Even with this growth, we are still home to an industrious and well educated community with an average household income exceeding the County average. The homeownership rate is close to 70% and the housing market in Milpitas remains affordable relative to the majority of Santa Clara County.

Milpitas is often called the “Crossroads of Silicon Valley” with most of its 13.63 square miles of land situated between two major freeways (I-880 and I-680), State Route 237, and a County expressway. With existing light rail and a BART extension opening in 2018, the transit hub adjacent to the Great Mall facilitated high density transit oriented development with over 2,100 units being built. There are approximately 1,790 acres, or 2.9 square miles designated for various industrial uses. There are eight existing industrial parks and 550 manufacturing plants in Milpitas.

An additional 350 acres are dedicated to regional and community retail centers supporting 3.5 million square feet of commercial shops. The Great Mall of the Bay Area is the largest enclosed mall in Northern California, with approximately 1.1 million square feet of leasable space for retail and entertainment operations. Several local shopping centers service regional needs including Asian-oriented retail and services. The City provides a multitude of outstanding recreational opportunities, including aquatics, cultural arts and theater, sports leagues and activities, youth and senior programming and activities.

POSITION REQUIREMENTS

The Building and Safety Director will possess a Bachelor’s degree from an accredited college or university with major course work in architecture, civil or structural engineering and five (5) years of management experience in a building department or closely related activities including considerable management and supervisory responsibilities, with advanced plan checking and building inspection experience.

The position also requires certification as a Building Official (CABO or ICC), and possession of an Architect license or registration as a professional civil or structural engineer in the State of California, Residential and Commercial Building Inspector Certificates and a Building Plans Examiner Certificate issued by the International Code Council (ICC).

COMPENSATION & BENEFITS

SALARY

\$149,325—\$209,055/year, depending on qualifications and experience.

RETIREMENT

Membership in CalPERS (2% at 60 or 2% at 62 with three year average salary).

MEDICAL INSURANCE

Choice of CalPERS Medical Plans. City pays for coverage up to the Kaiser rate (\$2,027.64/mo. for family in 2018).

DENTAL & VISION

City provides full family coverage for dental and vision at no cost to the employee.

LIFE INSURANCE

City provides \$50,000 term policy.

DEFERRED COMPENSATION

City contributes \$75 per month on the employee’s behalf.

VACATION

Employees earn 16-36 days of vacation based on years of service.

ADMINISTRATIVE LEAVE

Employees accrue five (5) hours of Management Incentive Paid (MIP) Leave for each full pay period worked.

HOLIDAYS

Employees receive 12 paid holidays and one (1) floating holiday per year.

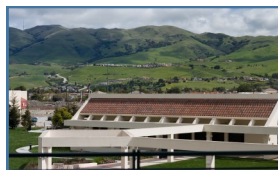
SICK LEAVE

Employees earn 12 days annually.

TUITION REIMBURSEMENT

Employees are eligible to receive up to \$ 1,400 per fiscal year in tuition reimbursement.

The City also offers a flexible benefits plan, employee assistance program, and other voluntary insurance .



RECRUITMENT PROCESS

Submit application, resume, copies of required Engineering certificates (if applicable) on-line at www.calopps.org or to the City of Milpitas Human Resources Department, 455 E. Calaveras Blvd., Milpitas, CA 95035, (408) 586-3090. First consideration will be given to application materials received by

January 10, 2018.