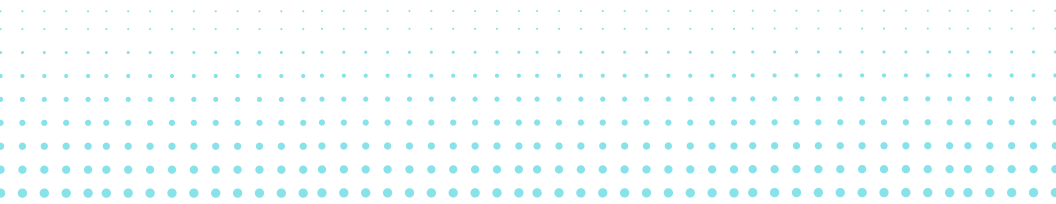




Deputy Director of Public Works

Engineering & Field Services






Lead Infrastructure Serve Pacifica

The City of Pacifica is seeking a seasoned, collaborative, and forward-thinking leader to serve as Deputy Director of Public Works – Field Services & Engineering. This senior management role offers the opportunity to guide essential municipal infrastructure programs that support public safety, community livability, environmental stewardship, and the long-term resilience of a beautiful coastal city.

As second-in-command of the Public Works Department, the Deputy Director provides strategic, administrative, technical, and operational leadership for both the Field Services Division and the Engineering Division. The position plays a key role in managing the maintenance of City infrastructure, engineering design, construction, inspection, contract administration, capital project delivery, and day-to-day public works operations.

The ideal candidate brings strong professional civil engineering experience, sound judgment, and a practical understanding of municipal infrastructure, capital improvement projects, construction management, and field operations. Equally important, they are a people-centered leader who can mentor staff, improve systems, build trust across departments, and provide calm, solutions-oriented leadership in a dynamic public service environment.

This is an exciting opportunity for an experienced public works professional to help shape the future of Pacifica's infrastructure, strengthen service delivery, support major public improvements, and steward the City's streets, trails, parks, storm drainage facilities, seawall, pier, and other critical public assets for years to come.



The Community

Located in San Mateo County just twelve miles south of San Francisco, Pacifica feels worlds away from it yet is easily accessible from Highway 1. The most panoramic coastal town in the San Francisco Bay Area, Pacifica is famous for its six miles of scenic coastline, classic northern California beaches, breathtaking vistas, and charming ambiance. The city is nestled in between small valleys, with Sweeney Ridge to the east, Montara Mountain to the south and the Pacific Ocean's rocky bluffs and sandy beaches to the west. Pacifica encompasses roughly 12.6 square miles, of which approximately one-half is publicly owned open space. Numerous cities, county, and state parks provide panoramic views, and a feeling of spaciousness rarely found in suburban areas. Several miles of coastal and ridgetop trails tie Pacifica to neighboring communities.

This natural connecting point of beaches, headlands and hills provides a wide range of recreational opportunities from surfing, kayaking, paddle boarding, scuba diving and paragliding, to hiking, whale, and bird watching and cycling. Other recreational amenities include golf, archery and team sports. Pacifica's natural beauty is enhanced by its Mediterranean-style weather.

With a population of approximately 38,600, Pacifica is a unique family oriented coastal community that prides itself on fostering a "small town" feel. Many of Pacifica's resident are highly engaged and involved in the community.

Pacifica has excellent elementary and secondary schools, both public and private, and was recently named 3rd safest suburb in California in 2025, according to SmartAsset's ranking.

The community enjoys a diverse economic base and has a significant number of smaller businesses. Tourism is very important to Pacifica's economy with thousands of people annually attracted to its beaches, vistas, and open space. Unique shops and a variety of lodging are available with restaurants offering relaxing sunset and coastal viewing. For live local theater and performing arts, Pacifica Spindrift Players is a local and popular favorite, along with Pacifica Performances, which regularly provide both musical presentations and performing arts as well. The world-class bromeliad nursery, Sheldance Orchid Gardens, is located just off Highway 1. Pacifica plays host to the Pacific Coast Fog Festival each September, which showcases everything from artists and performers to children's activities and a hometown parade.

Pacifica is a place where one can step into the natural world and enjoy a variety of recreational offerings, sample a cultural arts performance or gallery opening, and later relax at a local restaurant and bask in a spectacular sunset. Pacifica's rich cultural heritage and unique personality make it a community worth uncovering.

To learn more about the City of Pacifica, please visit www.cityofpacifica.org

The Organization

The City of Pacifica is a General Law City incorporated in 1957 and operates under the Council/Manager form of government.

The City's legislative authority is vested in a five-member City Council elected by district for four-year overlapping terms. The Mayor is selected each year by a majority vote of the other Council members. The Council appoints the City Manager, City Attorney, and members of advisory commissions and committees. Pacifica's City Manager, Sean Charpentier, is highly regarded in the profession for his collaborative, supportive and inclusive management style, fostering a work environment where every team member feels valued and empowered. Under his leadership, the city has thrived as a high performing organization, achieving its goals, and delivering exceptional services to the community. The City Manager upholds the highest ethical standards, ensuring transparency, integrity, and accountability in all operations and this commitment to excellence has created a dynamic workplace culture to attract and retain top talent, driving continuous improvement and innovation throughout the organization.

Pacifica is a full-service city (approximately 201.75 FTE) with a FY 2025-26 general fund budget of \$53.2 million. The City delivers municipal services through seven departments: the City Manager's Office (including the City Clerk, Economic Development, and contract City Attorney); Administrative Services (Finance, HR and IT Divisions); Parks, Beaches, and Recreation; Community Development; Public Works (Field Services & Engineering and Wastewater); Police; and Fire (via North County Fire Authority).

Employees are represented by eight bargaining units. City Administration, Community Development, and Public Works-Engineering are located in a newly renovated Civic Center, located just two blocks from the Pacific Ocean. This prime location opens up various opportunities for recreational activities during a lunch break, such as a stroll along Beach Boulevard or a relaxing picnic by the waterfront, where you can clear your mind with the soothing views and sounds of the waves.

The City Administration and Community Development services are located in a newly renovated City Hall located just two blocks from the Pacific Ocean. This prime location opens up various opportunities for recreational activities during a lunch break, such as a stroll along Beach Boulevard or a relaxing picnic by the waterfront, where you can clear your mind with the soothing view of the waves.

During the Spring of 2023, the City Council undertook a comprehensive strategic planning process, which resulted in the Pacifica Strategic Plan 2023-2030 establishing strategies to achieve the following five overarching goals during the seven-year period:

- Enhance organizational and fiscal stability.
- Improve and steward City infrastructure, streets, and facilities.
- Prioritize protection and development of affordable housing.
- Pursue climate change adaptation and mitigation.
- Broaden public communications and collaboration.

Progress on the Plan is provided through periodic updates, which can be found at the following link: <https://www.cityofpacifica.org/government/citycouncil-strategic-plan>.

The Opportunity

Reporting to the Director of Public Works, the Deputy Director of Public Works - Field Services & Engineering plays a critical leadership role in planning, managing, and improving the City's public infrastructure and municipal engineering programs. With Pacifica's coastal setting, active public spaces, aging infrastructure, and strong community engagement, this role requires a leader who can balance technical expertise with operational awareness, public responsiveness, and long-range strategic thinking.

This position provides high-level management, administrative, and technical oversight for the Field Services and Engineering divisions, including infrastructure maintenance, engineering design, construction inspection, plan review, contract administration, capital improvement delivery, and coordination with consultants, contractors, regulatory agencies, City departments, elected officials, and the public.

With responsibility spanning capital and operating budgets, project management, development review, public works construction, field operations, and staff leadership, this is a career-defining opportunity for a public works leader ready to make a lasting impact. The Deputy Director will help guide complex municipal projects, improve systems and procedures, support safe and effective field operations, and ensure that Pacifica's infrastructure continues to serve the community reliably and responsibly.

As Pacifica's next Deputy Director of Public Works - Field Services & Engineering, you will:

- Provide senior leadership over the City's Field Services and Engineering divisions, supporting the maintenance, design, construction, inspection, and improvement of public infrastructure.
- Oversee public works engineering activities, including plan check review for complex private development projects, engineering design, inspection, contract administration, and construction management for Capital Improvement Program projects.
- Manage and coordinate consultants, contractors, and professional service providers retained by the City for public works design, construction, studies, and infrastructure improvements.
- Serve as project manager on a variety of municipal projects, ensuring work is completed in accordance with approved plans, specifications, schedules, budgets, and applicable standards.
- Establish and apply criteria for the design, construction, and inspection of public works projects, including streets, trails, parks, storm drainage facilities, seawall, pier, traffic, construction, and related infrastructure.
- Participate in the development and administration of the department's capital and operating budgets, including forecasting staffing, equipment, materials, supplies, construction, and other resource needs.
- Review and prepare plans, specifications, estimates, bid documents, construction contracts, requests for proposals, change orders, engineering drawings, and land record maps.
- Assist the Planning Department and other City departments with development review, current development issues, interdepartmental coordination, and technical engineering matters.
- Represent the City and Public Works Department at City Council, community, board, commission, committee, interagency, and public meetings.
- Lead, mentor, supervise, and evaluate supervisory, professional, technical, and administrative support staff, fostering a culture of safety, accountability, customer service, and continuous improvement.
- Serve as department head in the absence of the Director of Public Works.

The Ideal Candidate

The successful candidate for the Deputy Director of Public Works - Field Services & Engineering will be an experienced municipal infrastructure leader, licensed civil engineer, trusted manager, and collaborative public servant. They will bring the technical depth needed to oversee complex engineering and construction matters, along with the operational judgment required to support field services, infrastructure maintenance, emergency response, and day-to-day public works needs.

This role calls for a leader who is comfortable managing across multiple work units, setting priorities, improving processes, and making decisions that affect both long-term infrastructure investment and immediate service delivery. The ideal candidate will be practical, responsive, ethical, and steady under pressure, with the ability to communicate clearly with staff, consultants, contractors, City leadership, elected and appointed officials, regulatory partners, and the public. They will understand that successful public works leadership is not only about technical excellence; it is also about building trust, supporting staff, solving problems, using resources wisely, and delivering reliable service to the community. They will model accountability, safety, professionalism, and continuous improvement while helping Pacifica steward its infrastructure for future generations.

Key Attributes:

- **Education, Experience & Licensure:** Bachelor's degree in civil engineering or a closely related field; five years of progressively responsible civil engineering experience, including project management, plan review, design, and construction management; two years of supervisory experience; and possession of a valid California Civil Engineer registration.
- **Municipal Engineering & Capital Projects:** Strong background in municipal public works engineering, including infrastructure planning, design, inspection, contract administration, and delivery of Capital Improvement Program projects.
- **Field Services & Operational Leadership:** Ability to lead across engineering and field services, support infrastructure maintenance, prioritize work, improve systems, and ensure safe, responsive, and effective service delivery.
- **People Leadership & Communication:** Proven ability to supervise, mentor, and develop staff while communicating clearly with employees, consultants, contractors, City leadership, elected officials, outside agencies, and the public.
- **Judgment, Accountability & Public Service:** A practical, ethical, and solutions-oriented leader who exercises sound judgment, maintains confidentiality, applies applicable laws and regulations, and represents the City with professionalism and integrity.

COMPENSATION & BENEFITS

The annual salary range for the Deputy Director of Public Works - Field Services & Engineering is: **\$178,500.00 – \$209,388.00** based on qualifications and experience. In addition to salary, Pacifica offers a competitive benefits package that includes, but is not limited to:

Health Insurance: Cafeteria style benefits. Employer contribution varies (maximum \$2,438 monthly).

Health In-Lieu Payment Plan: Monthly taxable \$550 in-lieu payment available to eligible employees.

Deferred Compensation: City offers a 3% matching contribution through FY2025-28. Choice of three providers.

Dental: City has a self-funded dental plan (Delta) that typically covers 100% paid premiums of dental expenses and \$2,000 in orthodontic benefits.

Longevity Pay: Employees are eligible for 1% longevity pay upon completion of five (5) years of continuous service.

Vehicle Allowance: Employees are eligible for monthly \$450 in auto allowance for comp.

Holidays: 13 paid holidays per year (includes 2 floating holidays).

Retirement: 2.5% @ 55 CalPERS (classic); 2% @ 62 formula for New Members. Pacifica does not participate in Social Security.

Long-term Disability Insurance and Life Insurance: City provides paid long-term disability and life insurance coverage through Voya Financial, and an Employee Assistance Program through CONCERN.

Administrative Leave: 72 hours annually.

Sick Leave: 12 days accrued annually.

Vacation Leave: Employees accrue vacation leave at a rate equivalent to 15 to 27 days per year, based on years of service with a California municipality. Vacation cash outs are limited to a max of three (3) weeks of accrued vacation per fiscal year, and may be requested up to two (2) times within the fiscal year, provided the total cash out does not exceed three (3) weeks.

APPLICATION & SELECTION PROCESS

The closing date for this recruitment is: 12:00 PM PST on July 3, 2026.

To be considered for this opportunity, upload a compelling cover letter, resume, and a list of six professional references using the “Apply Now” feature at <https://www.calopps.org/city-of-pacifica>. Resumes in lieu of a completed application will not be accepted.

This is a confidential process and will be handled accordingly throughout the various stages of the process.

For additional information about this position, please contact:

<https://www.calopps.org/city-of-pacifica>

HR@pacifica.gov

650-738-7300



The City of Pacifica is an Equal Opportunity Employer. We are committed to a workplace that embraces diversity and inclusion. All employment decisions - including recruitment, hiring, promotion, compensation, discipline, and termination - are based on individual qualifications, merit, performance, and organizational needs. We strive to create an inclusive and respectful environment where all employees and community members feel valued and supported.