



THE CITY OF RIO VISTA

INVITES YOUR INTEREST FOR THE POSITION OF
DIRECTOR OF PUBLIC WORKS

RECRUITMENT

Employment
Applications are
due by Thursday,
July 12, 2018 by
5 p.m.

To obtain the required
City Application visit our
website:

www.riovistacity.com,

Under Human
Resources
Department

Submit applications to:

City of Rio Vista,
Human Resources
1 Main Street,
Rio Vista, CA 94571.

***A City application must
accompany a resume.***

The Community

The City of Rio Vista is known as the “Gateway to the Delta.” Located midway between the cities of Fairfield and Lodi, and approximately 45 miles northeast of San Francisco and 35 miles southwest of Sacramento, Rio Vista is accessible by water, land, or air. Situated on the historic Sacramento River with a silhouette of the rolling Montezuma Hills to the south, Rio Vista and the surrounding Delta maintains a relaxed vacation-like atmosphere for residents and visitors alike. The City’s largest landmark, the Rio Vista Bridge, is one of many drawbridges designed by Joseph Strauss, architect of the Golden Gate Bridge.



RIO VISTA DIRECTOR OF PUBLIC WORKS

The **Director of Public Works** is a department head level class responsible for the overall administration and operation of the Public Works Department. Under administrative direction, the **Director of Public Works** plans, manages, oversees and directs the operations and services of the Public Works Department which includes street maintenance and cleaning, solid waste maintenance and collection, storm drainage, equipment maintenance and procurement, water production and distribution, sewer collection, park maintenance, recreation programs and the airport. Provides responsible and complex staff support to the City Manager. Receives administrative direction from the City Manager. Exercises direct and indirect supervision over the Public Works Superintendent, professional, technical, field and office support staff. Monitors the condition of the City's Infrastructure, including streets, sidewalks, curbs, gutters, buildings, equipment, storm drains, water facilities, sewer collection and other related facilities and equipment for maintenance, repair and replacement. Justifies and defends programs, operations and activities; develops project specifications, negotiates and administers contracts; provides long-range planning for City related issues. Prepares, manages and coordinates the development of the Public Work's Budget; monitors and approves expenditures; discusses and resolves budget issues with appropriate staff; implements adjustments as necessary.

Special Requirements:

- Must possess a valid Class C California Driver's License.

Selection Process:

Applications received will be reviewed for accuracy, completeness and job related qualifications. A limited number of persons whose application clearly demonstrate they most closely meet the requirements will be invited to participate in the selection process. The process may be any combination of written, oral and/or performance exams.

Appointment is subject to successfully passing a pre-employment background, criminal history check, physical exam and drug screen.

RIO VISTA DIRECTOR OF PUBLIC WORKS

City/Government Information

Rio Vista is a unique community with an inviting mix of rural and suburban lifestyles. The current population is nearly 9,500 people within a 7.5 square mile area. The municipal airport offers a 4,200 ft. runway with all weather capability.

The City's ideal proximity provides an easy drive to California's majestic coastline, Napa Wine Country and scenic Lake Tahoe.

The City of Rio Vista was incorporated as a General Law City on December 30, 1893. The Rio Vista City Council is comprised of a directly elected Mayor and four City Council Members who are elected for alternating four year terms.

Rio Vista is currently 25% developed and is poised to grow to full it's full potential as the national economy improves.

It is served by the River Delta Unified School District. There are three schools in the city; D.H White (K-4), Riverview Middle School (5-8) and Rio Vista High School (9-12).

Qualifications:

Any combination of education and experience that has provided the knowledge, skills, and abilities necessary for a **Director of Public Works**. Minimum requirements include a Bachelor's Degree in civil engineering, construction, administration, facility management or a related field. Equivalent of five (5) years of broad and extensive experience in public works or related service delivery operations, including at least three years in a responsible management capacity. Engineering experience is highly desirable.

Salary & Benefits:

\$8,350 - \$10,151 Monthly

Starting salary based on experience and qualifications.

CalPERS Retirement

Classic members as defined by PERS 2.0% @ 55
New member as defined by PEPRA 2% @ 62

See Executive Staff Benefits on our website for full information & contribution amount.

Medical - City currently pays 90%, Employee pays 10%;
Dental, Vision & Life Insurance - City currently pays 100%;
FICA (Social Security)-Employee pays entire share; **Deferred Compensation** - Voluntary Contribution; **Vacation** - 0-3 years: 12 days; 4-7 years: 15 days; 8-11 years: 18 days;
Administrative Leave - 80 hours allocated on January 1 of each year to be used by December 31; **Sick** - 3.69 hours per pay period; **Holidays** - 15 paid Holidays including two floating holidays.