

# ASSISTANT GENERAL MANAGER - OPERATIONS VENTURA WATER

City of Ventura, CA





## A CITY WITH A MISSION

Ventura is home to the ninth and last mission in California, San Buenaventura, founded in 1749. Located 30 miles south of Santa Barbara and 63 miles northwest of Los Angeles, the City of Ventura is one of the country's most livable communities – with miles of golden beaches; a year-round moderate climate; friendly people; a beautiful downtown; a thriving business community; a variety of arts, culture and entertainment options; award-winning schools; and an abundance of outdoor recreation opportunities.

Ventura is a full-service City service 110,790 residents with a Fiscal Year 2018-19 combined budget of \$306M (\$231M operating, \$75M capital). The General Fund budget is \$118.5M. Nearly 640 staff members focus on delivering key services to businesses, residents and visitors to ensure Ventura remains a fiscally stable, economically vibrant, safe, clean and desirable community.

For more information on the City, visit <http://www.cityofventura.ca.gov>.

## VENTURA WATER

Ventura Water envisions itself as an “innovative leader enhancing the vitality of Ventura.” The staff of over 100 people proudly provides local, reliable, and quality services for current customers and plans for future generations. Ventura Water provides integrated water and wastewater services to 113,000 customers with approximately 32,000 service connections. Ventura's drinking water sources are currently all local and its reclamation facility treats more than 7M gallons daily from homes and businesses.

Current projects include:

- \$17M Advanced Metering Infrastructure Project
- \$50M State Water Interconnection Project
- \$177M VenturaWaterPure Project (Potable Reuse)
- \$1.78M North Bank Lift Station Upgrades
- \$10.4M Digester Improvements at Ventura Water Reclamation Facility

## THE POSITION

The Assistant General Manager - Operations directs all water and wastewater operations and services for Ventura Water, including input into current and future capital projects. In addition, this individual establishes and maintains the warehousing functions for the department; directs, plans, organizes, integrates, controls, and evaluates all efficiency programming that includes energy efficiency, emergency management, and asset maintenance and management system. Finally, the AGM - Operations manages the field customer service functions; and designs and implements programs and services that promote Ventura Waters' position and further its customer service goals and objectives. May act as the General Manager in that individual's absence. *This position is designated as “at will.” “At will” employees serve at the pleasure of the appointing authority and are subject to discharge without cause and without the right of appeal.*

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Additional information is available at <https://www.jobapscloud.com/VEN/specs/classspecdisplay.asp?ClassNumber=M22&R1=undefined&R3=undefined>.

### MINIMUM QUALIFICATIONS

Requires a combination of education, training, and experience equivalent to a Bachelor's degree from an accredited college or university in civil engineering, mechanical engineering, industrial engineering, ocean engineering, environmental engineering, urban planning, or a closely related field and five years of progressively responsible leadership experience in public works management, infrastructure strategic planning, water resources management or federal, public or private utility management, including experience supervising professional-level positions. A Master's degree in a related field is highly desirable.

The best qualified candidate will have knowledge of water and wastewater utility operations; water efficiency "best management practices"; cross connection principles and program administration; water demand management programs; basic water, wastewater, and bio solids composting operations and practices; research techniques, sources and availability of information, and methods of report presentation; effective customer service practices and procedures; and principles and practices of supervision.

The successful candidate will demonstrate the ability to supervise the development, monitoring, and evaluation of water efficiency program implementing "best management practices"; manage the contract with the county for the cross connection control program; read, understand, and communicate complex technical materials to others who have limited knowledge of subject matter; organize work to meet critical deadlines; direct the work of others to meet established goals and objectives; develop and make presentations to different audiences with various informational needs and concerns; communicate effectively both orally and in writing; interpret and make decisions in accordance with laws, regulations, and policies; prepare complete and accurate technical and financial reports; establish and maintain effective work relationships with those contacted in the performance of required duties.

The following licenses and certificates are desirable:

- Registration as a Professional Engineer
- Certified Professional Hydrologist
- Certified Energy Manager
- LEED
- Grade 5 Wastewater Treatment Operator certificate issued by the California Water Resources Control Board
- Grade 5 Water Treatment Operator certificate issued by the California Water Resources Control Board
- Grade 5 Water Distribution Operator certificate issued by the California Water Resources Control Board

### COMPENSATION & BENEFITS

The annual salary range is \$125,475 to \$168,138, DOQ. A 2.25% increase will become effective on 7/13/19. Compensation also includes an attractive benefits package consisting of:

**Medical & Dental Insurance:** Monthly employer contribution toward a selection of plans for employees and their dependents. Medical insurance is effective the first of the month after date of hire. Dental insurance is effective the first of the second month after date of hire. The City also provides an optional benefit which may be applied toward insurance premiums.

**Vision Insurance:** City paid coverage provided for employees and their dependents.

**Retirement:** Tier I - 2% @ 55/Single Highest Year of Compensation for Classic CalPERS members who were hired prior to 7/23/11 and those who are returning to City employment. Employees make a 7% member contribution. Tier II - 2% @ 60/3-Year Final Compensation Period for Classic CalPERS members hired between 7/23/11 and 12/31/12 with less than a six-month break in service from another CalPERS or CalPERS-reciprocal agency. Employees make a 7% member contribution. Tier III - 2% at 62/3-Year Final Compensation Period for New CalPERS members hired on or after 1/1/13. Employees make a 6.25% member contribution and compensation limit is \$149,016.

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**ALLIANCE**  
RESOURCE CONSULTING LLC

**Vacation:** 3 weeks per year, increasing to 4 weeks after 5 years.

**Holidays:** 12 paid holidays per year - 10 designated, 2 optional.

**Administrative Leave:** Up to 80 hours per year may be granted (no roll over or cash out).

**Sick Leave:** 96-hour bank upon employment and additional accruals of 4 hours monthly after 6 months of employment.

**Deferred Compensation:** The City contributes \$36.83 per month to a 457 Plan and will match up to \$137.50 per month contributed by employee.

**Auto Allowance:** \$250 per month

**Flexible Workweek:** A 9/80 workweek is available.

**Other Benefits Include:** life and disability insurance, management physical exam, an Employee Assistance Program, optional Section 125 Plan, cell phone allowance may be available depending on assignment, tuition reimbursement, and a wellness program.

*Ventura employees participate in the Medicare portion of Social Security. There is a 1.45% payroll deduction for this benefit.*

## HOW TO APPLY

**Apply on-line by March 29, 2019**, at [www.alliancerc.com](http://www.alliancerc.com). For questions and inquiries, please contact:

Cindy Krebs, [ckrebs@alliancerc.com](mailto:ckrebs@alliancerc.com)

Sherrill Uyeda, [suyeda@alliancerc.com](mailto:suyeda@alliancerc.com)

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*An Equal Opportunity/ADA Employer*

