



Director of Facilities and Capital Planning (0941 Manager VI) - DPH - 162515

1145 Market St, San Francisco, CA 94103, USA

Full-time

Exam Type: Position Based Test

Work Hours: Regular

Job Code and Title: 0941-Manager VI

Fill Type: Permanent Civil Service

Eligible List Type: Combined Promotive and Entrance

Company Description

The Department of Public Health prioritizes equitable and inclusive access to quality healthcare for its community and values the importance of diversity in its workforce. All employees at the Department of Public Health work to advance equity, inclusion, and diversity with a specific lens and focus on race, ethnicity, gender, sex, sexuality, disability, and immigration status.

This is a Position-Based Test conducted in accordance with CSC Rule 111A. Learn more about the City's hiring process

here: <https://careers.sf.gov/knowledge/process/>

- **Application Opening: Wednesday, January 28, 2026**
- **Application Deadline: Application filing will close on or after Wednesday, February 11, 2026**
- **Salary: \$196,612 to \$250,978 (Range A)**
- **Appointment Type: [Permanent Civil Service](#)**
- **Recruitment ID: PBT-0941-162515**

Becoming a City employee means being a part of a team that cares about making a difference. Your work will shape both the present and future of San Francisco. When you work for the City, you're choosing a job with purpose.

The mission of the San Francisco Department of Public Health (SFDPH) is to protect and promote the health of all San Franciscans. SFDPH strives to achieve its mission through the work of multiple divisions - the San Francisco Health Network, Population Health, Behavioral Health Services, and Administration. The San Francisco Health Network is the City's only complete system of care and has locations throughout the City, including Zuckerberg San Francisco General Hospital and Trauma Center, Laguna Honda Hospital and Rehabilitation Center, and over 15 primary care health centers. The Population Health Division (PHD) provides core public health services for the City and County of San Francisco: health protection, health promotion, disease and injury prevention, and disaster preparedness and response. Behavioral Health Services operates in conjunction with SFHN and provides a range of mental health and substance use treatment services.

Job Description

The San Francisco Department of Public Health (DPH) is seeking an experienced and strategic leader to serve as the Director of Facilities and Capital Planning (0941 Manager VI). This full-time position has two major functions:

- Lead Facilities & Capital Planning for non-hospital sites at SFDPH that includes overseeing the development of capital projects including programming, design and construction; acquisition of new facilities; ongoing facilities maintenance; and analytical functions for all non-hospital facilities. Facilities under this role include outpatient clinics, behavioral health centers, residential treatment programs, and administrative offices—excluding the Zuckerberg San Francisco General (ZSFG) and Laguna Honda Hospital (LHH) campuses
- Planning, developing and implementing the department's capital strategic plan, managing a diverse portfolio of leased and owned facilities, and ensuring alignment with citywide planning efforts

The Director of Facilities and Capital Planning (0941 Manager VI) performs the following essential job duties:

1. Provides strategic oversight of DPH's non-hospital facilities portfolio (leased and owned) and oversees the department's vehicle fleet to meet service delivery needs
2. Collaborates with department stakeholders to understand program needs and determine the best use of DPH assets; conducts portfolio planning and asset-use decisioning to maximize value and equity
3. Fosters strong relationships with the Department of Public Works (DPW) and the Real Estate Division (RED) to advance construction projects, problem-solve, and optimize asset utilization
4. Directs and stewards a capital projects budget nearing \$400 million, ensuring compliance across diverse funding sources (local general funds, state/federal grants, Certificates of Participation, and voter-approved bonds)
5. Supervises a multidisciplinary team of project managers, analysts, and maintenance professionals to deliver renovations and new construction; establishes policies, standards, and project controls (scheduling, procurement, risk management)
6. Oversees the acquisition, leasing, and development of properties to meet program and service priorities; partners with DPW and RED through planning and execution
7. Ensures compliance with applicable local, state, and federal facilities and healthcare regulations and accreditation requirements (including SF, CA, CMS); coordinates documentation and reporting to oversight bodies such as CDPH and HCAI
8. Manages the Facilities & Capital Planning operational budget, distinct from the capital budget; monitors performance and optimizes resource allocation
9. Guides contract development and procurement strategies in alignment with City policies and regulations; ensures clear scopes, schedules, deliverables, and performance measures
10. Collaborates with DPH operational leaders to translate service delivery needs into facility improvements; aligns improvements with operational priorities and program outcomes
11. Maintains transparent communication with DPH executive leadership and program teams regarding capital priorities, project status, risks, and decisions, with a strong customer-service approach
12. Leads the development and implementation of DPH's multi-year capital plan, including participation in the City's annual capital budgeting and General Obligation (GO)

bond processes

13. Participates in citywide long-term capital planning processes on behalf of DPH to align departmental facility priorities with broader citywide strategies
14. Coordinates with capital planning leaders at ZSFG and LHH to ensure consistency, standard work, and shared priorities across divisions

The Director of Facilities and Capital Planning (0941 Manager VI) may perform other duties as assigned/required.

Qualifications

Required Minimum Qualifications

- Education: Possession of a Bachelor's degree from an accredited college or university, AND
- Experience: Five (5) years of work experience managing a facilities or capital infrastructure function including design, construction, maintenance, operations, or financing, in a government agency or healthcare system, all of which must include supervising professionals performing these functions.

EDUCATION SUBSTITUTION: Additional qualifying experience as described above may be substituted for the required degree on a year-for-year basis. One year is equivalent to thirty (30) semester or forty-five (45) quarter units.

Applicants must meet the minimum qualification requirement by the final filing date unless otherwise noted.

One-year full-time employment is equivalent to 2,000 hours (2,000 hours of qualifying work experience is based on a 40-hour work week).

Desired Qualifications

- Leadership experience in capital projects, facilities management, and strategic planning
- Experience in regulatory compliance and governance in healthcare organizations
- Educational background in architecture, engineering, or construction management
- Certification in construction management

Verification of Education and Experience

Every application is reviewed to ensure that you meet the minimum qualifications as listed in the job ad. Review [SF Careers Employment Applications](#) for considerations taken when reviewing applications.

Applicants may be required to submit verification of qualifying education and experience at any point during the recruitment and selection process. If education verification is required, information on how to verify education requirements, including verifying foreign education credits or degree equivalency, can be found at <https://careers.sf.gov/knowledge/experience-education/>.

Note: Falsifying one's education, training, or work experience or attempted deception on the application may result in disqualification for this and future job opportunities with the City and County of San Francisco.

Selection Procedures

After application submission, candidates deemed qualified must complete all subsequent steps to advance in this selection process, which includes the following.

Supplemental Questionnaire (SQ) Examination (Weight: 100%): Candidates who qualify will be invited to participate in a Supplemental Questionnaire (SQ) Examination that is designed to measure the knowledge, skills, and abilities in job-related areas which may include but not be limited to:

- Ability to analyze and exercise judgement in complex problems and highly specialized proposals with difficult and complex choices of action
- Ability to work effectively and collaboratively with project stakeholders to plan for, implement, and evaluate operational needs
- Ability to identify and assess risks to projects, make informed decisions, propose solutions, and escalate issues as appropriate
- Knowledge of principles and current applications of management and leadership practices
- Ability to direct section managers and project managers in diverse activities in their assigned area of responsibility
- Knowledge of health and safety, infection control, and safety in the workplace policies
- Comprehensive knowledge of laws, rules, and regulations around city contracting/public sector contracting and construction
- Ability to set long-range and short-term goals for division in collaboration with Department Directors, Managers, and DPH leadership
- Knowledge of performance improvement strategies, patient safety, and risk management programs including regulatory requirements
- Ability to establish and maintain effective working relationships with City officials, DPH leadership, other City department staff and leadership, community-based organizations, and public agencies
- Knowledge of human resources and labor budgeting principles as related to staffing, recruitment, retention, and labor contract management
- Ability to direct, supervise, performance-manage, and develop a diverse staff
- Ability to conduct independent analysis of fiscal and operational resources and to develop, implement, monitor, and evaluate the operating and labor budgets of multiple funding sources
- Ability to communicate effectively orally
- Ability to communicate effectively in writing

The SQ will be emailed to the address listed on the candidate's online application. Candidates will be required to respond to the SQ in the time frame indicated and must submit the completed questionnaire as directed to have it evaluated. Responses cannot be changed once submitted. Candidates will be evaluated based on their SQ responses.

Candidates must achieve a passing score on the SQ exam in order to continue in the selection process and will be placed on the confidential eligible list in rank order according to their final score.

Additional selection processes may be conducted by the hiring department prior to making final hiring decisions.

Certification

The certification rule for the eligible list resulting from this examination will be the Rule of the List.

Eligible List/Score Report

A confidential eligible list of applicant names that have passed the civil service examination process will be created and used for certification purposes only. An examination score report will be established, so applicants can view the ranks, final scores and number of eligible candidates. Applicant information, including names of applicants on the eligible list, shall not be made public unless required by law. However, an eligible list shall be made available for public inspection, upon request, once the eligible list is exhausted or expired and referrals resolved. The eligible list/score report resulting from this civil service examination process is subject to change after adoption (e.g., as a result of appeals), as directed by the Human Resources Director or the Civil Service Commission.

The duration of the eligible list resulting from this examination process will be 6 months and may be extended with the approval of the Human Resources Director.

To find Departments which use this classification, please see the city's [Position Counts by Job Codes and Departments](#).

Additional Information

Terms of Announcement and Appeal Rights

This is a Position Based Test (PBT) administered in accordance with Civil Service Rule 111A.

Applicants must be guided solely by the provisions of this announcement, including requirements, time periods and other particulars, except when superseded by federal, state or local laws, rules or regulations. Clerical errors may be corrected by the posting the correction on the Department of Human Resources website at <https://careers.sf.gov/>. The terms of this announcement may be appealed under Civil Service Rule 111A.35.1. The standard for the review of such appeals is 'abuse of discretion' or 'no rational basis' for establishing the position description, the minimum qualifications and/or the certification rule. Appeals must include a written statement of the item(s) being contested and the specific reason(s) why the cited item(s) constitute(s) abuse of discretion by the Human Resources Director. Appeals must be submitted directly to the Executive Officer of the Civil Service Commission within five business days of the announcement issuance date.

Additional information regarding Employment with the City and County of San Francisco:

- [Information about the Hiring Process](#)
- [Conviction History](#)
- [Employee Benefits Overview](#)
- [Equal Employment Opportunity](#)
- [Disaster Service Workers](#)
- [ADA Accommodation](#)
- [Veterans Preference](#)
- [Seniority Credit in Promotional Exams](#)
- [Right to Work](#)
- [Copies of Application Documents](#)
- [Diversity Statement](#)

Where to Apply

All job applications for the City and County of San Francisco must be submitted through our online portal. Please visit <https://careers.sf.gov/> to begin your application process.

Applicants may be contacted by email about this recruitment. Please consider using a personal email address that you check regularly rather than a work or school account.

Computers are available for the public (9:00 a.m. to 4:00 p.m. Monday through Friday) to file online applications in the lobby of the Dept. of Human Resources at 1 South Van Ness Avenue, 4th Floor and at the [City Career Center at City Hall](#), 1 Dr. Carlton B. Goodlett Place, Room 110.

Ensure your application information is accurate, as changes may not be possible after submission. Your first and last name must match your legal ID for verification, and preferred names can be included in parentheses. Use your personal email address, not a shared or work email, to avoid unfixable issues.

Applicants will receive a confirmation email from notification@smartrecruiters.com that their online application has been received in response to every announcement for which they file. Applicants should retain this confirmation email for their records. Failure to receive this email means that the online application was not submitted or received.

If you have any questions regarding this recruitment or application process, please contact the analyst, Marielle Saldajeno at marielle.saldajeno@sfdph.org or (628) 271-6820.

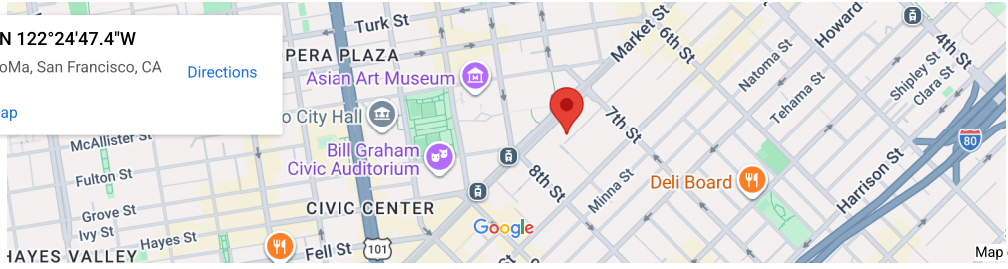
We may use text messaging to communicate with you on the phone number provided in your application. The first message will ask you to opt in to text messaging.

Position #: 01089008

The City and County of San Francisco encourages women, minorities and persons with disabilities to apply. Applicants will be considered regardless of their sex, race, age, religion, color, national origin, ancestry, physical disability, mental disability, medical condition (associated with cancer, a history of cancer, or genetic characteristics), HIV/AIDS status, genetic information, marital status, sexual orientation, gender, gender identity, gender expression, military and veteran status, or other protected category under the law.

Job Location

37°46'45.5"N 122°24'47.4"W
QHHP+PP8 SoMa, San Francisco, CA [Directions](#)
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