

The County of Placer, California  
is seeking a highly skilled professional for the position of

# **DIRECTOR OF FACILITIES MANAGEMENT**

(Unclassified Management)  
Department of Facilities Management



**Annual salary: \$142,500 – \$173,160**

Due to recent California Legislative action, your CalPERS Pension formula is dependent upon your hire date with Placer County.





## **AN AWARD-WINNING ORGANIZATION**

This is an extraordinary career opportunity to join a progressive and innovative County located in scenic Northern California. Placer County is an award-winning organization which includes the following achievements:

*Administrative Services – Procurement* – Achievement of Excellence in Procurement award has been received for 13 consecutive years, and is one of only 49 agencies in California and one of only 47 counties in the US and Canada to receive the award for 2015.

*Auditor-Controller Department* – Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association each year since 2001.

*Community Development Resource Agency* – The 2002 Governor’s Environmental and Economic Leadership Award – Placer Legacy Open Space and Agricultural Conservation Program.

*Health and Human Services* – five National Association of Counties (NACo) 2015 Achievement awards which includes the following categories:

- Children System of Care (CSOC) Youth Diversion-Crisis Resolution Center
- Adult System of Care (ASOC) Mobile Crisis Triage Program
- Human Services Help to Hire
- Human Services Telephonic Signature
- Human Services Medi-Cal Inmate Eligibility Program

## **COUNTY GOVERNMENT AND ORGANIZATION STRUCTURE**

The County is governed by a five-member Board of Supervisors elected to four-year terms by voters within their respective districts. This governing structure has nearly all non-elected Department Heads reporting to Todd Leopold, the County Executive Officer. The County’s final budget for FY2018/19 was \$970 million with a current staff of approximately 2,650.

## **PLACER COUNTY DEPARTMENT OF FACILITIES MANAGEMENT**

Facilities Management plans, constructs, manages and operates Placer County’s buildings, properties, infrastructure and assets to bring value to the public, maximizing useful life and economic opportunity, through efficient and effective service delivery and prudent fiscal management.

## **THE POSITION**

The Director of Facilities Management is responsible for planning, organizing, directing and reviewing the activities and operations of the Facilities Management Department. This position is also responsible for coordinating assigned activities with other departments and outside agencies, and providing highly responsible and complex administrative support to the County Executive Officer.

## **THE IDEAL CANDIDATE**

Placer County is looking for a candidate with experience and vision to provide leadership to the newly created Department of Facilities Management. This position will be tasked with providing direct oversight of the Facilities staff, addressing the operational and fiscal management of the department, and completing a detailed capital improvement plan focused on existing infrastructure and future county facility needs.



Qualified candidates will possess seven years of increasingly responsible experience in infrastructure or facilities design, construction or maintenance, including four years of administrative and management responsibility. Candidates will also need to possess the equivalent to a Bachelor's degree from an accredited college or university with major course work in business or public administration or a related field. Additional training in management is highly desirable. Relevant, equivalent experience (performing the same or similar job requiring similar knowledge, skills, and abilities) may be substituted for the required education.

In addition to the qualification stated above, it will be important for the selected candidate to have knowledge of:

- Principles and practices of public works or public facilities design, construction and maintenance.
- Principles and practices of capital improvement programming and capital project financing.
- Principles and practices of leadership, motivation, team building and conflict resolution.
- Pertinent local, State and Federal laws, rules and regulations.
- Organizational and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.
- Principles and techniques of effective employee supervision and development, training, management practices and public administration.
- Budget development and expenditure control.

**And the ability to:**

- Manage relationships with elected officials and navigate political sensitivities.
- Be courageous and consistent in policy implementation.
- Be a proactive team builder who empowers staff.

## COMPENSATION AND BENEFITS

The annual salary range for this astounding opportunity is from \$142,500 to \$173,160 dependent upon qualifications and experience. In addition, the County offers an attractive benefits package including:

**Auto Allowance:** \$550/month

**Bereavement Leave:** May use up to five days of sick leave.

**Cafeteria Plan:** The County provides \$4,000 per calendar year that can be taken in cash or used for unreimbursed medical expenses, unreimbursed dependent care expenses or 401(k) plan contributions.

**Deferred Compensation:** Voluntary 457 and 401(k) plans are available through payroll deduction. The County will match one dollar for every four dollars in employee contributions made to a 401(k) account up to a maximum employer contribution of \$750.00 per employee per calendar year.

**Education Allowance:** Tuition reimbursement available for approved classes up to a maximum of \$1,200 per year.

**Health, Dental, and Vision Insurance:** Placer County provides Medical, Dental, and Vision insurance for its employees and their dependents. Several medical plans are offered through CalPERS, including HMO and PPO plans. The County pays 80% of the selected plan's total premium. The County pays the full premium for the employee for both dental and vision, and the employee pays the premium for dependents. Specific costs for individual plans and coverage options can be found on the Human Resources Department page at [www.placer.ca.gov](http://www.placer.ca.gov).

**Holidays:** 13 paid holidays per year.

**Life Insurance:** A fully paid double indemnity life insurance policy of \$50,000 is provided for the employee. An accidental death policy of \$10,000 is also fully paid by the County.



**Management/Admin. Leave:** The County provides management employees 100 hours of management leave to be used as time off or paid in cash.

**Retiree Medical:** Employees hired prior to January 1, 2005, received the same County medical contribution as active employees upon retirement with five years PERS service credit. Employees hired after January 1, 2005, receive 50% of the County medical contribution upon retirement with ten years PERS service credit inclusive of five years of Placer County service. Employees receive an additional 5% of the County medical contribution for each additional year of service up to 20 years.

**Retirement Plans:** Employees are covered by Social Security and the California Public Employees' Retirement System (CalPERS). Due to recent California Legislative action, your CalPERS Pension formula is dependent upon your hire date with Placer County. Both a 457 deferred compensation plan and a 401(k) plan are available at the employee's option.

Placer County pension plans are administered by the California Public Employees Retirement System (CalPERS). Placer County has three pension tiers for Miscellaneous members; 2.5% @ 55, 2.0% @ 55, and 2.0% @ 62. The tier an employee is placed in is dependent upon hire date and CalPERS membership date. Beginning January 1, 2013 all new hires to Placer County who have not been members of CalPERS within the last six months will generally be placed in a 2.0% @ 62 formula. Both the employer and the employee contribute 6.2% into Social Security and 1.45% into Medicare.

Pensionable compensation limits are set each calendar year by CalPERS. Please see [www.calpers.ca.gov](http://www.calpers.ca.gov) for questions regarding compensation limits.

For questions regarding employee and employer CalPERS pension contribution amounts, please contact the Human Resources Department.

**Sick Leave:** 12 days per year.

**Special Assign/Additional Pay:** Longevity pay of an additional 5% after 5 years at Step 5.

**Vacation:** Employees accrue vacation at the following rates: 0–2 years of service = 10 days per year, 3–4 years of service = 12 days per year, 5–9 years of service = 15 days per year, 10–19 years of service = 20 days per year, and 20 or more years of service = 25 days per year.

## APPLICATION PROCESS

To be considered for this excellent career opportunity, please submit a completed application for employment via the County's website at [www.jobsatplacercounty.com](http://www.jobsatplacercounty.com).

This recruitment will be open until filled. Applications must be submitted via the County's website and must include an updated job-related resume. Interested candidates are encouraged to apply immediately. Appointment to this position will be contingent upon successful completion of a post-offer pre-employment background investigation, including fingerprint clearance, and physical examination.

## SELECTION PROCESS

The County Executive Office will review the submitted application materials of all applicants and will contact the most highly qualified applicants to schedule a hiring interview with the department executive staff.



### HUMAN RESOURCES DEPARTMENT Equal Opportunity Employer

145 Fulweiler Avenue, Suite 200  
Auburn CA 95603

Main Telephone: (530) 889-4060

[www.placer.ca.gov/departments/humanresources](http://www.placer.ca.gov/departments/humanresources)

Placer County is an equal opportunity employer and is committed to an active nondiscrimination program. It is the stated policy of Placer County that harassment and retaliation is prohibited and that all employees and applicants shall receive equal consideration and treatment. All recruitment, hiring, transfer and promotion will be based on the qualifications of the individual for the positions being filled regardless of sex, sexual orientation, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer or genetic characteristics/information), age (40 or over), marital status, pregnancy, childbirth and related medical conditions, or any other classification protected by federal, state or local laws or ordinance.

# REASONS TO CHOOSE PLACER COUNTY



## A RICH HISTORY AND FUTURE GROWTH

Placer County's 150-year history began in 1948 with the discovery of gold in Coloma, located in neighboring El Dorado County. In fact, the County took its name from the Spanish word for sand or gravel deposits that contain gold. The Transcontinental Railroad has also been a major part of Placer County's rich history. Many towns had their beginnings in mining and along the railroads, and evolved over the years into ranching, farming, and timber communities. Some of these areas are nationally-renowned recreational destinations, such as Lake Tahoe and Squaw Valley.

More recently, Placer County's strong growth and high level of economic development can be attributed to the relocation of high tech firms to the region in the early 1980's, along with the low cost of housing relative to the Bay Area and the diversity of recreational opportunities in the Tahoe/Sierra region. Looking ahead, the county is projected to grow by 350,000 persons over the next four to five decades with new and

expanding businesses, a diversity of residential housing types, new commercial land uses and new passive and active recreational facilities. The County's award-winning Placer Legacy Open Space and Agricultural Conservation Program and the new Placer County Conservation Plan will provide for the conservation of scenic landscapes, agricultural areas, and the rich diversity of natural communities that are found in Placer County.

## LIVING IN PLACER COUNTY

Breathtaking scenery, a rich history, year-round recreation – and Lake Tahoe – need we say more? Those are just a few of the reasons more than 375,000 people call Placer County home and hundreds of thousands more come to visit us each year. Our territory stretches from the Sacramento Valley all the way to North Lake Tahoe. We are consistently ranked 1st in California counties for our quality of life, and 2nd for healthiest county in California – but we're determined to get to first there, as well! We boast the best schools, the best outdoor recreation, and the most beautiful views



you'll find anywhere. We are also home to amazing art, award-winning wines and agriculture, plus we pride ourselves on a tremendously strong heritage as the home of California's Gold Country. It's a way of life we call the Placer Life.

Today, Placer County represents a rapidly growing and prosperous community characterized by a healthy and mature economy and an attractive business environment. Placer County is well known for excellent, award winning elementary, middle, and high schools and is home to Sierra College and William Jessup University. Plans are also underway for two additional universities to develop in the western part of the county.

Placer County offers a range of housing including multi-family, small lot suburban and urban residential projects, ranchettes, larger rural residential properties and extensive farmlands with a mix of farming and ranching opportunities. Many retirees also call Placer County their home because of the cost of housing, the quality of life, and the exceptional recreational activities that are available.

Placer County is part of the greater Sacramento Area, which also includes the counties of El Dorado, Sacramento, Sutter, Yolo, Nevada and Yuba. The government center is located in the City of Auburn, in the foothills, and is well positioned 30 miles northeast of Sacramento, the state capital. San Francisco and the Bay Area are an easy 90 mile drive, or reachable via Amtrak, with stations in Auburn, Rocklin and Roseville. Lake Tahoe is also just a short 90 minute drive from the western-most points of the county.

In recent years, a number of vineyards, wineries, and breweries have expanded throughout the county, increasing the intrigue of Placer as a tourist destination. The Farm-to-Fork movement is alive and well in Placer County with numerous farmer's markets, restaurants

and businesses selling PlacerGROWN © meats, fruits and vegetables. In addition to the local agricultural industry, the world-renowned wine growing areas of Shenandoah, Napa and Sonoma Valleys are about an hour away from the county seat in Auburn.

Outdoor recreation activities in Placer County are abundant all year long and range from hiking, biking, horseback riding, to rafting on the American and Truckee Rivers, to snowshoeing and skiing in the Sierra Nevada Mountains; including Squaw Valley, home to the 1960 Winter Olympic Games. The county is home to internationally famous endurance races including the Tevis Cup, the Western States 100-Mile Endurance Run, and the Ironman Triathlon at Lake Tahoe.

The county encompasses 1,506 sq. miles (including 82 sq. miles of water) or 964,140 acres (including 52,780 acres of water) and is located 80 miles northeast of San Francisco. Total population is approximately 386,000 people in both the unincorporated and incorporated (Auburn, Colfax, Lincoln, Loomis, Rocklin, and Roseville) areas of the county. It is bordered by Nevada County to the north, the state of Nevada to the east, El Dorado and Sacramento Counties to the south, and Sutter and Yuba counties to the west.

To learn more about working, living, and playing in Placer County please visit [www.visitplacer.com](http://www.visitplacer.com).



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