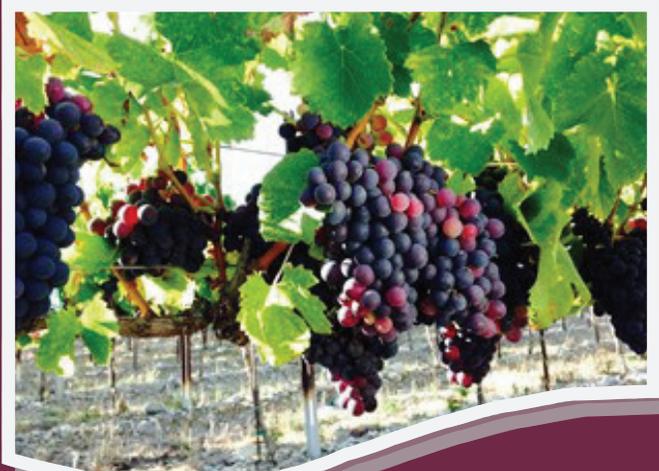


The County of Monterey



INVITES YOUR INTEREST IN THE POSITION OF



Chief of Building Services

THE REGION

Monterey County's 428,000 residents enjoy a wide range of natural environments, rich agricultural lands, gentle Mediterranean climate, and a high quality of life. Residents are proud of their global reputation, rich history, and cultural and economic diversity; protective of their natural resources and pristine environment; and sensitive to the need to provide quality opportunities for the public's enjoyment and recreation. Monterey County's 3,324 square miles encompass 12 cities in four richly distinctive communities: North County, Monterey Peninsula, Salinas Valley, and the Big Sur Coastline. The County's two largest industries are agriculture (\$4 billion annually) and tourism (\$2 billion annually). Appreciation for each region's unique history, natural resources and rich ethnic, cultural and religious diversity contributes to a sense of community that encourages the active participation and involvement of all residents. Nestled in its naturally beautiful environment, 95 miles south of San Francisco and 60 miles south of San Jose, Monterey County offers ready access to major urban centers, beautiful parks and recreational facilities, and excellent educational and research institutions.



COUNTY GOVERNMENT

Monterey County is one of the original counties of California, created in 1850 by the state's first legislature. Not only was Monterey the first county seat, it was California's first capitol. The County is now ranked 16th in population among the 58 California counties. Monterey County is a "general law" county with authority to govern the County vested in a five-member Board of Supervisors. The County has a \$1.1 billion annual budget and 4,860 highly dedicated employees.

THE RESOURCE MANAGEMENT AGENCY

The Resource Management Agency (RMA) was formed to optimize the County's delivery of land-use-related services and is comprised of three distinct divisions: Land Use and Community Development, Public Works and Facilities, and Administrative Services. The Director of RMA is appointed by the CAO with the concurrence of the Monterey County Board of Supervisors and has responsibility for managing and administering the Department's approximately \$172 million operating budget and 287 positions. There are 25 distinct functional units responsible for a wide range of important County functions, including constructing and maintaining public infrastructure, developing and enforcing land use policy and regulations, ensuring building regulations are met, conducting development review, developing capital projects, maintaining County lands, operating County Parks, and County facilities.

BUILDING SERVICES SECTION

The Building Services Section has an \$8.2 million budget and 13 highly competent and dedicated full time employees assigned to two units – Plan Check and Building Inspections. This Unit works closely with other units in the Land Use Division: Code Compliance, Permit Center, and Environmental Services (Grading/Drainage). Building Services administers and enforces the California Building Standards Code with such modifications as are set forth in the County Code, to conduct inspections, and to perform such other functions as may be set forth in other applicable plans, ordinances, rules, and regulations of the County.

THE POSITION

The Chief of Building Services is appointed by the Director of RMA and reports directly to the Deputy Director of Land Use and Community Development. This management level position is governed by the County's Personnel Policies & Practices Resolution (PPPR). The Chief of Building Services directs and oversees the operations of the Building Services Unit and serves as Building Official. The Chief of Building Services provides overall direction and management of supervisors and staff engaged in the County's building inspection and plan checking, and provides administrative interpretations of County building codes. She/he serves as a technical advisor to the Board of Supervisors; coordinates section programs with those of other County departments, local, state and federal jurisdictions and other agencies to promote interest in support of building services operations; confers with diverse stakeholders concerned with building inspection and code compliance activities; oversees the management of unit budgets; monitors expenditures; manages contracts for services, materials, and equipment; and works closely with other Division Chiefs and Managers.

CHALLENGES

Some current challenges that need to be tackled by the Chief of Building Services include:

- Instilling public confidence in the technical competency and aptitude of Building Services to reduce an applicant's need to seek involvement and solutions from the RMA Director or Deputy Director of Land Use and Community Development.
- Resolving internal and external staff conflicts or disagreements regarding RMA policies, procedures and practices.
- Changing the Section's organizational culture away from operating in silos.
- Coordinating with other County land use units to help develop creative solutions to challenging issues.
- Assessing the need to reorganize the Building Services Section to better balance management to line staff.

QUALIFICATIONS

Qualified candidates will typically have education, experience and training equivalent to a Bachelor's degree in Engineering, Construction Management, Architecture, or a closely related field, and five (5) years of administrative, supervisory or managerial experience in the general management of building inspection, code compliance, plan review, or engineering with responsibility for planning and directing staff and program activities. Certification meeting California Building Code criteria to serve as Building Official is required, including Certified Building Official (CBO) from the International Code Council or a valid certificate of registration as a Professional Engineer.

The ideal candidate will have broad and extensive administrative experience in the management of building inspection, plan check, grading inspection permitting, and code compliance activities; strong experience establishing performance standards and business objectives; and considerable experience directing the preparation of reports including geographic and statistical analyses; and working knowledge of the Uniform Building Code and other Federal, State and local laws, regulations and ordinances governing building inspections. In addition, she/he will understand the legal limits of building services and be consistent in direction given within the legal limits; and have experience working in a socio-economically diverse community comparable to Monterey County.

PERSONAL CHARACTERISTICS

- ❖ Administrative Leader
- ❖ Team Player, Builder and Mentor
- ❖ Strategic Thinker
- ❖ Big Picture Oriented
- ❖ Customer Service Oriented
- ❖ Positive Can Do Attitude
- ❖ Analytical
- ❖ Creative Solution Oriented
- ❖ Approachable
- ❖ Responsive
- ❖ Consensus Builder
- ❖ Flexible
- ❖ Politically Astute but Apolitical

SALARY AND BENEFITS

The salary for the Chief of Building Services is \$104,532 to \$142,690 annually, Depending on Qualifications. In addition, the County offers a competitive benefits package that includes:

- Flexible Benefit Allowance: \$1,060.44 per month for employee only medical coverage when enrolled in a plan offered through the County.
- County-paid dental and vision for employee only enrollment.
- Flexible Spending Account.
- Deferred Compensation 457(b) Plan: Voluntary participation deferred compensation program.
- Retirement:
 - ✓ Misc. Classic Employee Share of Cost 7% to California State Public Employees Retirement System (CalPERS) and a 2% at 55 retirement formula.
 - ✓ PEPRA Member – Employee Share of Cost 6.25% to CalPERS and a 2% @ 62 retirement formula.
- Annual Leave: (In lieu of Vacation and Sick Leave) 23 days the first 2 years, progressing up to 37 days after 25 years.
- Holidays: 10 days per calendar year plus 1 Floating Holiday.
- Professional Leave: 10 days per calendar year, non-accruable.
- County paid UNUM Disability Insurance.
- Life Insurance: \$50,000 Term Life.
- Monthly Expense Allowance \$45.84.
- The County participates in Social Security/Medicare.
- Professional Development Stipend \$400 per calendar year.
- Educational Stipend 2% of hourly base rate.

Please visit <https://www.co.monterey.ca.us/personnel/Benefits.html#plan> for a summary of Management benefits.

APPLICATION PROCESS

An application consisting of two (2) copies of your resume with a signed cover letter outlining qualifications, an RJA supplemental questionnaire, and a list of five (5) professional references is required for consideration. Qualified applicants are encouraged to apply online by going to www.rjamanagement.com/recruitment. If unable to apply online, contact RJA directly at (626) 447-3318 or email:

Dr. Richard Garcia, President.
RJA Management Services, Inc.
122-A East Foothill Blvd., #24
Arcadia, CA 91006
EOE
rgarcia@rjamanagement.com



Filing is Open Until Filled.

First review of application materials will be conducted on June 9, 2017.

Following the final filing date, application materials will be screened and competitively evaluated and preliminary interviews will be scheduled with candidates possessing the most relevant qualifications. Those applicants who possess the required knowledge, skills and work experience will be invited to participate in a competitive selection process. Selection of the Chief of Building Services will follow shortly thereafter.

ADDITIONAL INFORMATION

Additional information about Monterey County can be obtained on the County's website: www.co.monterey.ca.us

EQUAL OPPORTUNITY

Monterey County is an equal opportunity employer. The County seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Monterey County provides reasonable accommodations for the disabled. If candidates require special arrangements to participate in the selection process, they should state their needs in writing when submitting an application package.



COUNTY OF MONTEREY