



CALIFORNIA

High-Speed Rail Authority

EMPLOYMENT OPPORTUNITY

TITLE: Chief Program Manager, Exempt

SALARY: To be determined based on qualifications

FINAL FILE DATE: Until Filled

JOB DESCRIPTION: Under the direction of the Chief Deputy Director, the Chief Program Manager (CPM) (Exempt) serves as a member of the Authority's executive management team and advises and assists the Chief Executive Officer of the CHSRA in the implementation of the high-speed train project. The Chief Program Manager is responsible for managing and overseeing all aspects of the high-speed train project, including the statewide project's planned schedule and budget. The position is responsible for oversight of the Authority's regional and program-level contractors, and ensures the on-time delivery of work product and the adherence by those contractors to deadlines.

The Chief Program Manager will develop and maintain relationships with Authority consultants and will generate innovative ideas, originate action without instruction, and establish goals and priorities for the overall program. Serving as a member of the Authority's executive management team, the ideal candidate is a seasoned transportation professional with a strong background in project management, engineering, and who is technologically savvy.

Candidates with a proven track record of strong management, leadership, and communication will be favorably considered. The Chief Program Manager will possess a strong team orientation capable of ushering the high-speed rail project from the planning stage to construction.

A Bachelor's degree in a relevant field (engineering, project management) is required.

DESIRABLE QUALIFICATIONS:

- Proven general management abilities;
- Ability to direct regional staff and consultants geographically separated from the core corporate office.
- High level of drive and self- motivation with a focus on succeeding under challenging conditions.
- A person of unquestionable integrity.
- An experienced administrator who has the proven ability to successfully manage contracts/consultants to meet project deadlines and milestones.
- Outstanding communication skills, both written and verbal.
- Familiarity with public sector projects; familiarity with California state government.

COMPENSATION AND BENEFITS:

The salary for the Chief Program Manager (Exempt) will be dependent on the qualifications/experience of the successful candidate.

As an employee of the State of California, the Chief Program Manager also receives a comprehensive benefit plan including, but not limited to:

Retirement Plan**Insurance**

- ✓ Health, dental, vision, and life insurance programs provided. Employee contributions may be required depending on plans selected.

Leave Allowance

- ✓ Vacation and sick leave benefits provided
- ✓ 11 holidays observed

Additional information about benefits available can be viewed at:

- ✓ <http://www.dpa.ca.gov/benefits/index.htm>
- ✓ <http://www.dpa.ca.gov/publications/compensation-plus/2010/handbook.pdf>
- ✓ <http://www.dpa.ca.gov/publications/coben/2011/handbook.pdf>

APPLICATION PROCESS:

All interested applicants must file a standard state application form (Std. 678: <http://www.spb.ca.gov>), resume and a separate "Statement of Qualifications" specifying how the candidate's background and experience relates to the applicant's ability to perform in the specified position. The "Statement" should be no more than three pages in length. Mail these documents to:

CALIFORNIA HIGH SPEED RAIL AUTHORITY

Attention: Marlene Apicella

770 L Street, Suite 800

Sacramento, CA 95814

IN ADDITION, YOU MUST SUBMIT THE ON-LINE GOVERNOR'S APPOINTMENT APPLICATION LOCATED AT http://gov.ca.gov/m_appointments.php DIRECTLY TO THE GOVERNOR'S OFFICE.

Questions regarding the application process and a copy of the duty statement may be directed to Marlene Apicella at mapicella@hsr.ca.gov.