CALIFORNIA HIGH-SPEED RAIL AUTHORITY

Title: Chief Program Manager, Exempt

Salary: To be determined by qualifications.

Final Filing Date: August 1, 2011

JOB DESCRIPTION

The Chief Program Director (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. This position is exempt from state civil service.

The Chief Program Director 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 Director 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 Director 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.

Additional desirable qualifications for the Chief Program Director include:
• 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 Director will be dependent on the qualifications/experience of the successful candidate.

As an employee of the State of California, the Chief Program Director 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 AND RECRUITMENT SCHEDULE

To be considered for this position, please mail a resume and cover letter, including current salary and the names of four work-related references by August 01, 2011 directly to:

Marlene Apicella
Senior Personnel Specialist
California High Speed Rail Authority
770 L Street, Suite 800
Sacramento, CA 95677
916-384-1499
mapicella@hsr.ca.gov

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Complete duty statements can be requested by contacting the above email address.

Following the final filing date, resumes will be reviewed and candidates deemed to best meet the qualifications for this position will be granted interviews to be scheduled during August. The Authority anticipates making an appointment to the position following final interviews and the completion of thorough reference and background checks.