



Be part of the

FUTURE OF FRESNO

with the

Department of Public Utilities

Protecting Our Resources,
Providing Life's Essential Services



Our Organization

The City of Fresno is the fifth-largest city in the state of California and is a full-service charter city that operates under a “strong mayor” form of government. The Mayor is elected at large but does not serve on the City Council. However, the Mayor does have veto power over specific actions taken by the seven councilmembers.

Councilmembers appoint a City Attorney and City Clerk. Meanwhile, the Mayor appoints a City Manager responsible for assigning all other department heads, including Public Utilities, among many others.

Overall, our mission is to deliver high-quality utility services in a professional, efficient, and environmentally responsible manner to ensure the health and safety of our community.

Fresno Facts

- Founded in 1872
- Population: 540,000 Residents (2020)
- Climate: Warm Summers, Mild Winters
- Agriculture Sales Exceed \$3 Billion Annually
- Fresno Translates to ‘Ash Tree’ in Spanish

Our Community

As the only California city located between two National Parks, residents and visitors enjoy Fresno’s proximity to Yosemite, Kings Canyon, and Sequoia National Parks. With approximately 300 days of sunshine each year, the Mediterranean climate allows for year-round recreational activities, including sailing, snow and water skiing, fishing, backpacking, and golfing.

Living in Fresno has the benefit of urban amenities and the unique charm of a suburban atmosphere. Housing options are lower than California’s other major metropolitan areas. There are four large school districts in Fresno, including Fresno Unified, Central Unified, Sanger Unified, Clovis Unified, and a variety of private educational institutions.

The city is also home to colleges and universities, most notably California State University, Fresno. Residents enjoy various social, cultural, and athletic activities in an affordable and clean community environment.

Travel & Transportation

The city is in the heart of the San Joaquin Valley, approximately four hours north of the Los Angeles basin and three hours south of the San Francisco Bay Area.

Making the trip from Fresno to other major cities in California is convenient with easy access to several major highways, Amtrak San Joaquin trains, and flights from the Fresno Yosemite International Airport (FAT).





THE DEPARTMENT OF PUBLIC UTILITIES

The Department of Public Utilities (DPU) provides reliable, efficient, low-cost water, wastewater, and solid waste services to Fresno. DPU strives to provide the highest level of service through innovative technology, extensive planning efforts, process improvement, employee development, and teamwork. To accomplish those goals, the 2023 Fiscal Year Budget includes funding for 608 full-time equivalent employees with \$339 million allotted for all activities.

Our department is organized into four divisions:

Administration/Utility Planning and Engineering

Coordinates all utility services, including oversight and support for each operating division

Wastewater Management

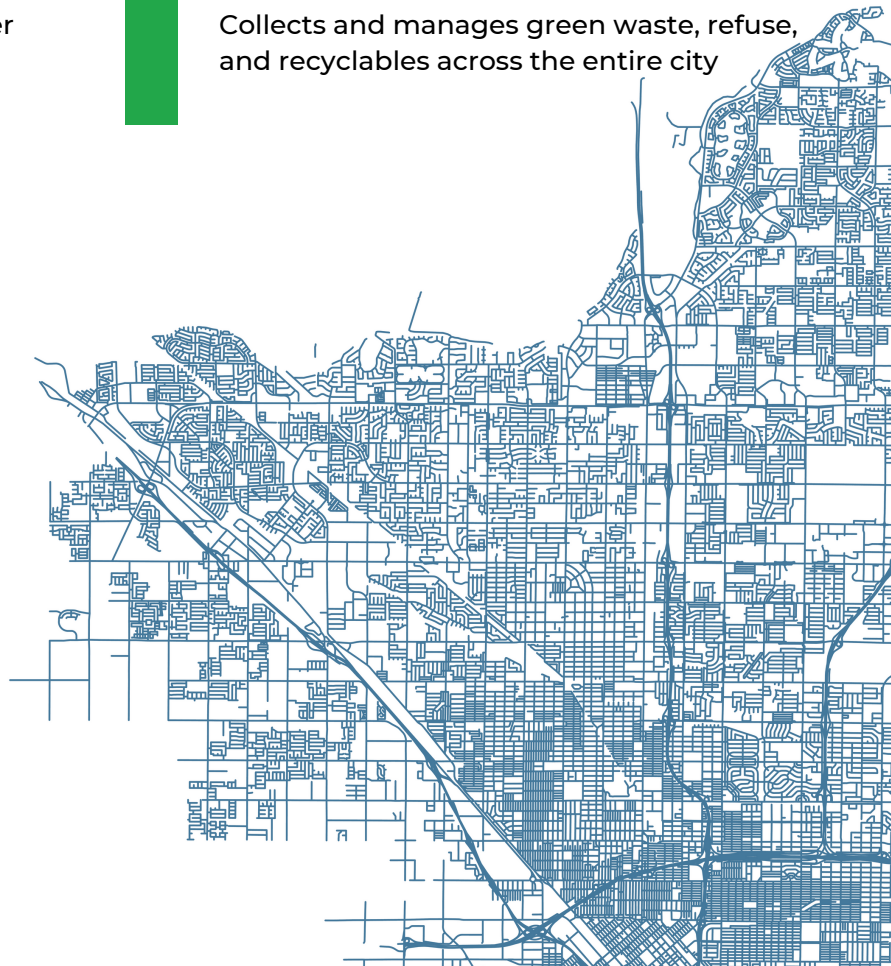
Provides wastewater collection, treatment, and reclamation services

Water Division

Manages operates the City of Fresno's water system, delivering drinking water to about 500,000 customers

Solid Waste

Collects and manages green waste, refuse, and recyclables across the entire city





We're Hiring!

The Department of Public Utilities currently has two Assistant Director openings. One is to serve in the department Administration division and the other is to oversee the Water Division. This is an unclassified position in which the incumbent serves at the will of the Department Director.

Assistant Director - Administration

The Administration division Assistant Director oversees Administration staff, reviews and prepares new and updated department policies, provides oversight of grant pursuits and management, assists in preparation and tracking of the annual budget, coordination and management of natural resources, coordination with outside agencies, and provides support and oversight to the department's three other operational divisions.

Assistant Director - Water Division

The Assistant Director for the Water Division is responsible for the daily operations of the Division and works directly with Division Managers. This position includes oversight of: three surface water treatment facilities; 270 municipal wells; groundwater wellhead treatment facilities; approximately 1,900-miles of water transmission and distribution systems; regulatory compliance; annual budget preparation and rate development; development of various organizational programs; water resource management and long-range planning.



The incumbent for both of these positions exercises considerable judgment and discretion in the administration and direction of the department and its operations.

In addition, the Assistant Director acts as technical advisor to the Director and City Manager and attends meetings of the City Council, boards, commissions, and committees relevant to public utilities and related services. The Assistant Director participates in the preparation and administration of the Department's annual operating and capital budgets and is expected to coordinate activities with other departments within the City of Fresno, as well as division sections and outside agencies.

Minimum Qualifications

- A Bachelor's Degree from an accredited college or university, preferably in civil engineering, sciences, business or public administration, or a closely related field AND six (6) years' experience of progressively responsibly leadership and management experience in a large public utility providing water, sewer, solid waste, or utility planning services.
- Additional qualifying experience may be substituted for education on a year for year basis, up to a maximum of two years.
- Registration in California as a Professional Engineer or Grade IV Operator License (water treatment) is desirable.

Possession, at time of appointment and continued maintenance, of a valid California Driver License is required.



The Ideal Candidate

Fresno is seeking experienced, engaged and strong leaders who will assist in the implementation of the long-range vision for the Department of Public Utilities. Entrepreneurial-minded individuals with a capacity for independent, innovative solution-oriented thinking would do well in this position, as would someone with demonstrated knowledge and experience in leading the day-to-day public utilities operations with a thorough understanding of compliance and legal mandates. The ideal candidate will have a record of straightforward and open communication and a willingness to make effective decisions within the parameters of the position, as well as the ability to act calmly and quickly in emergency situations or under adverse conditions.

Candidates for this position should have demonstrated in-depth knowledge of the day-to-day operations of public utility services; strong management and planning skills; the ability to communicate effectively with executive management, technical resources and partner agency liaisons; a thorough understanding of compliance with legal mandates; possess the ability to implement and sustain a comprehensive information and technology environment by developing and implementing strategic plans for continuous expansion and improvement of utility services. An appreciation of diversity and the strength it brings to the workplace is essential.





Compensation and Benefits

The City of Fresno offers an attractive and competitive salary and benefits package. The salary for the Assistant Director is \$115,056 up to \$177,672. The employee benefits package, as noted below, is subject to change and includes:

Retirement: Fresno City Retirement System; reciprocity with other public California systems. The City's pension funds are among the best-funded public systems in California and the nation. The City does not participate in Social Security.

Health Insurance: The City maintains a PPO plan through the City of Fresno Health and Welfare Trust. The City contributes toward the current monthly premium for medical, prescription, dental, and vision for employee and dependents.

Flexible Spending Account Program: The City maintains IRS Section 125 Plan that includes spending accounts for health care and dependent care.

Auto Allowance: Dependent upon provisions set forth in Administrative Order 2-2.

Deferred Compensation: 457 plan available which allows tax contribution up to IRS determined limits.

Management Leave: 80 hours (pro-rated) per fiscal year with an annual cash out provision.

Supplemental Management Leave: Up to 32 hours at the discretion of the City Manager. **This leave may be placed in a retiree Health Reimbursement Arrangement account.**

Annual Leave: Accrue 15.50 hours per month, with cash out provisions.

Holidays: Ten (10) City-observed holidays annually, plus birthday and two (2) personal days per year.

Life Insurance: Equal to annual salary; premium paid by City.

Long-Term Disability: City pays premium for 66.66% of monthly salary up to \$7,500 per month after 30 days.

Deferred Retirement Option Program (DROP): DROP is an optional, voluntary program that allows for retirement benefits deposited in a special savings account within the Retirement System while continuing to work for the City of Fresno. To participate, must be at least age 50 with 5 years of service. Benefits include: ownership of DROP account monies; compound interest earnings; and alternative distribution options.

How to Apply

If you are interested in this outstanding opportunity, please submit a letter of interest, resume, and five references to:

Sandra Chavez Martin, HR Manager

Email: sandra.chavezmartin@fresno.gov

Or apply on-line at: www.fresno.gov/jobs

Deadline: May 26, 2023

The Selection Process

We will select a group of candidates to participate in the interview process depending on their qualifications.

For additional information regarding the City of Fresno, please visit fresno.gov.

The City of Fresno is an Equal Opportunity Employer.