



# Sacramento Regional Transit District

## Assistant Vice President, Operations

<b>SALARY</b>	\$148,164.00 - \$207,408.00 Annually	<b>LOCATION</b>	1400 29th Street Sacramento, CA
<b>JOB TYPE</b>	Full Time	<b>JOB NUMBER</b>	2024-AVPOPS
<b>DEPARTMENT</b>	Bus Operations	<b>OPENING DATE</b>	02/13/2024
<b>RECRUITMENT TYPE</b>	Internal/External		

### Description

**THIS POSITION WILL REMAIN OPEN UNTIL FILLED. APPLICATIONS ARE REVIEWED AS RECEIVED, AND INTERVIEWS WILL BE SCHEDULED FOR MOST QUALIFIED CANDIDATES, AS APPLICATIONS ARE REVIEWED.**

The purpose of this position is to assist the Vice President, Operations in the provision of leadership and direction to the daily operations of SacRT's transit services. The incumbent will direct and manage the assigned areas, projects, and programs working under the direction of the Vice President, Operations. In this position, the incumbent will ensure a commitment to continuous improvement of transit service delivery by identifying and developing operational strategies to maintain quality and cost-effective performance focused on safety and a positive customer experience.

### Examples of Duties

*This is a general listing of job functions and does not represent a complete listing of the position's responsibilities.*

- Evaluate operational effectiveness and develop and lead strategic initiatives with staff related to SacRT's goals regarding service reliability, cost efficiency, safety, and customer satisfaction.
- Review and measure performance, develop key performance metrics for each operating function and recommend, implement, and monitor necessary changes to ensure continuous improvement.
- Oversee the development of budgets for assigned areas, monitor fiscal performance, and effectively align functions, responsibilities, and resources.
- Provide leadership and direction, day-to-day operational oversight of the assigned areas. Perform field reviews of SacRT's operations. Collaborate with staff to develop and implement policies, procedures and practices focused on safety, efficiency, and customer service.
- Serve as a member of various internal and external teams and committees and represent SacRT in a variety of capacities as assigned.
- Make recommendations to Vice President, Operations, Executive Management, General Manager/CEO and Board of Directors.
- Represent SacRT at national, state, and local conferences.
- Consult with various government and regulatory agencies as well as SacRT's stakeholders to explore new ideas and resolve issues.
- Establish and maintain an effective system of communications throughout the organization.
- Perform related duties as assigned.

### Minimum Qualifications

*A combination of education and/or experience that provides the required knowledge, skills and abilities to perform the essential functions of the position. SacRT reserves the right to determine the equivalences of education and experience.*

**Education:** Bachelor's degree or equivalent from an accredited college or university.

**Experience:** A minimum of eight (8) years of progressively responsible transit bus or light rail operations or maintenance management experience.

**Proof of required education beyond high school, such as college transcripts, diplomas, and/or certificates must be submitted at the time of application.**

## Filing Instructions/Supplemental Information

The minimum qualifications as stated on this job announcement represent only the basic requirements of the position. Meeting the minimum qualifications does not guarantee that a candidate will be invited to participate in other examination segments of the selection process. An employment application is required for this position. Applications, job announcements, and copies of the complete job description are available at our website at [www.sacrt.com](http://www.sacrt.com).

**A completed employment application and proof of education, as outlined above, must be submitted online. This position will remain open until filled. Applications are reviewed as received, and interviews will be scheduled for most qualified candidates. SacRT will not process incomplete applications. Resumes are not accepted in lieu of an application but may be included with the application.** For more information on benefits, a summary sheet is available from the Human Resources Department. The Human Resources Department will make reasonable efforts in the recruitment process to accommodate candidates with disabilities. For more information, contact the Human Resources Department at (916) 556-0298.

**SacRT has a stand alone pension plan which is not part of, nor does it have reciprocity with CalPERS.  
SacRT is an Equal Opportunity EOE Employer - Minorities/Women/Disabled/Veterans.**

**This position falls under Management and Confidential Employee Group (MCEG).**

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### Agency

Sacramento Regional Transit District

### Address

1400 29th Street

Sacramento, California, 95816

### Phone

9165560298

### Website

<http://www.sacrt.com/>

## Assistant Vice President, Operations Supplemental Questionnaire

### \*QUESTION 1

**Describe, in detail, your progressively responsible management experience, in a light rail transit operations environment. In your response, please include the employer and number of years/months you performed these functions.**

**\*QUESTION 2**

Describe, in detail, your progressively responsible management experience, in a light rail maintenance environment. In your response, please include the employer and number of years/months you performed these functions.

**\*QUESTION 3**

Describe, in detail, your progressively responsible management experience, in a bus transit operations environment. In your response, please include the employer and number of years/months you performed these functions.

**\*QUESTION 4**

Describe, in detail, your progressively responsible management experience, in a bus transit maintenance environment. In your response, please include the employer and number of years/months you performed these functions

**\*QUESTION 5**

Detail your experience working with unions. If you have no direct experience, please describe how you believe your experience is transferable. In your description, include the name of the employer(s), your job title(s), the number of years/months you performed these duties.

\* Required Question