



Bay Area Rapid Transit

Invites applications for



Chief Transportation Officer

\$204,188 — \$309,345/Annually (Non-Represented Pay Band 13)

Initial salary is negotiable between \$230,438 - \$266,574,
commensurate with experience and education.

An Equal Opportunity Employer - BART is an equal opportunity employer.
Women, minorities, and persons with disabilities are encouraged to apply.

www.bart.gov/jobs

THE DEPARTMENT

Operations

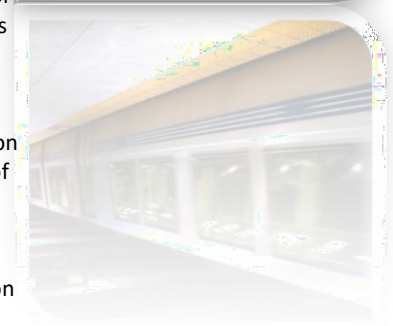
THE POSITION

Bay Area Rapid Transit (BART) in San Francisco, California is seeking a dynamic and experienced executive who has proven leadership in significant management positions to serve as its Chief Transportation Officer (CTO).

Under direction from the Assistant General Manager, the CTO plays a significant role in the San Francisco Bay Area's primary regional rapid transit system responsible for carrying daily riders and serving 50 stations on over 132 route miles. BART operates 775 vehicles on five routes. During the rush hour, BART's 62 trains operate as frequently as every 2.5 minutes between the urban core areas within Oakland and San Francisco.

The position has overall responsibility for the day-to-day performance and operation of the nearly 1200-person Transportation Department. The major responsibilities of this department include rail service delivery and station operations. Rail service delivery includes yard and mainline operations and the Operations Control Center. Train Operators, Stations Agents, Train Controllers and Field Supervisors are the major classifications comprising the Transportation Department. The Transportation Department has an annual operating budget in excess of \$200 million.

This senior level leadership position is responsible for coordinating, through professional staff, assigned activities of the Transportation Department with other departments and outside agencies. The Transportation Department, along with three other departments - Rolling Stock and Shops, Maintenance and Engineering and Operations Planning, constitute the Operations Executive Office of BART. The CTO is a key member of the Operations leadership team and plays a critical role in accomplishing BART's overall mission of providing safe, reliable and convenient public transportation for BART's daily riders. This position requires someone with proven leadership skills, technical expertise in the provision of rail rapid transit service, a good communicator, problem solver and team player. The CTO must be a strategic thinker capable of identifying and addressing the myriad of future challenges facing the largest regional transit provider in the San Francisco Bay Area.



MINIMUM QUALIFICATIONS

Education: Bachelor's degree in Business Administration, Engineering, Planning, Transportation or a related field from an accredited college or university.

Experience: Seven (7) years of (full-time) professional experience in transit operations management and administration or related experience, which must have included at least three (3) years of managerial experience.

Substitution: Additional professional experience as outlined above may be substituted for the education on a year-for-year basis. A college degree is preferred.

BAY AREA RAPID TRANSIT

Careers at the San Francisco Bay Area Rapid Transit District (BART) offer the satisfaction of providing an invaluable public service, while accomplishing your own career goals, earning highly competitive pay, and enjoying an unparalleled benefits program. BART, one of America's premier heavy rail public transit systems, is located in the San Francisco Metropolitan area. With over 4,300 employees and an annual operating budget in excess of \$1 billion, BART provides high frequency rail service to 50 stations in five counties (San Francisco, San Mateo, Alameda, Contra Costa and Santa Clara). BART's rail car fleet is undergoing a complete replacement and expansion. Currently, approximately 800 rail cars serve nearly 200,000 passengers each weekday. BART, a wonderful career opportunity.

BAY AREA RAPID TRANSIT



ESSENTIAL RESPONSIBILITIES

- Serves as a key member of the Operations leadership team and plays a critical role in accomplishing BART's overall mission of providing safe, reliable, and convenient public transportation for the public.
- Plans, directs, manages, and oversees all operations and activities related to movement and control of revenue railed vehicles throughout the system, the operation of stations for patron service, District-sponsored bus service, central control, and operational support activities of the Transportation Department.
- Manages the development and implementation of departmental goals, objectives, policies and priorities for each assigned service area.
- Establishes, within District policy, appropriate service and staffing levels; monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; allocates resources accordingly.
 - Plans, directs, and coordinates, through subordinate level staff, the Transportation Department's work plan; assigns projects and programmatic areas of responsibility; reviews and evaluates work methods and procedures; meets with key staff to identify and resolve problems.
- Cultivates a working relationship with Amalgamated Transit Union (ATU) leaders to understand common issues.
- Assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement; directs and implements changes.
 - Ensures non-revenue vehicles are moved through the system appropriately and that all operational facilities and equipment are functioning properly.
 - Directs the operations of various stations throughout the system; ensures optimal station appearance and cleanliness.
- Oversees the provision of contract bus services within District service areas.
- Monitors developments and legislation related to transportation matters, evaluates impact upon District operations; recommends and implements equipment policy and procedure improvement.
- Selects, trains, motivates and evaluates assigned personnel; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures.
- Oversees and participates in the development and administration of the department budget; approves the forecast of funds needed for staffing, equipment, materials and supplies; approves expenditures and implements budgetary adjustments as appropriate and necessary.
- Explains, justifies, and defends department programs, policies and activities; negotiates and resolves sensitive and controversial issues.
- Represents the Transportation Department to other departments, elected officials and outside agencies; coordinates assigned activities with those of other departments and outside agencies and organizations.
- Provides staff assistance to the Assistant General Manager, Operations; participates on a variety of boards, commissions and committees; prepares and presents staff reports and other necessary correspondence.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of transit vehicle operations.



BENEFITS

RETIREMENT PROGRAMS

BART's pension plan is through the California Public Employees' Retirement System (CalPERS), and provides for a 2% @ 62 retirement formula for new employees who are also new to public retirement systems. Newly hired Employees who are members of CalPERS or a reciprocal retirement system, and who qualify as defined by CalPERS will receive the 2% @ 55 formula. Deferred Compensation Plan (IRC 457) is offered.

BART does not contribute to Social Security. However, BART contributes to Money Purchase Pension Plan on behalf of the employee.

MEDICAL BENEFITS

Choice of HMO & PPO through CalPERS. For most plans, you only pay a monthly premium of \$164.68 for you and your dependents.

DENTAL BENEFITS

Coverage is \$2,000 per person per calendar year with no deductible. Covered services are generally provided at 90% and 100%. Orthodontia—lifetime max of \$3,500. Premium paid by BART.

VISION BENEFITS

Premium for basic plan is paid by BART. and enhanced plan available.

VACATION

Three weeks of paid vacation after 1 year of service. Four weeks after five years of service. Five weeks after 15 years of service. Six weeks after 19 years of service.

HOLIDAYS

Nine paid statutory holidays per year
Five floating holidays per year

SICK LEAVE

Twelve days per year

LIFE INSURANCE

Coverage is two times annual base salary. Premium paid by BART. Optional coverage available

DISABILITY BENEFITS

Premium for long and short-term disability are paid by BART. Optional coverage available.

OTHER BENEFITS

Education Assistance Program
Employee Assistance Program
Free BART Transportation

Note: Benefits are subject to change.

ESSENTIAL RESPONSIBILITIES

- Responds to and resolves difficult and sensitive citizen inquiries and complaints.

Knowledge of:

- Operations, services and activities of a comprehensive metropolitan transit system including service, operations and contracted services and station
- Principles and practices, methods and techniques of planning, organizing and implementing operational activities of a major metropolitan transportation system
- Principles and practices of transportation system operation and administration
- Principles and practices of policy development and administration
- Principles and practices of contracted bus service contract administration
- Operational characteristics of heavy rail vehicles
- Principles and practices of budget preparation and administration
- Principles of supervision, training and performance evaluation
- Related Federal, State and local laws, codes and regulations

Skill in:

- Planning, organizing, administering, reviewing and evaluating a major operational functional area within a comprehensive metropolitan transportation system
- Developing and administering departmental goals, objectives and procedures
- Analyzing and assessing policies and operational needs and making appropriate adjustments
- Identifying and responding to sensitive community and organizational issues, concerns and needs
- Delegating authority and responsibility
- Selecting, supervising, training and evaluating staff
- Researching analyzing and evaluating new service delivery methods and techniques
- Directing the operations of various stations throughout the system
- Managing and overseeing the provision of contract bus services
- Preparing clear and concise administrative and financial reports
- Preparing and administering large and complex budgets
- Working with Engineering to make important procedural decisions
- Making key decisions that impact safety
- Monitoring real time operations
- Settling issues outside of the grievance process
- Communicating with media
- Interpreting and applying applicable Federal, State and local policies, laws and regulations
- Communicating clearly and concisely, both orally and in writing
- Establishing and maintaining effective working relationships with those contacted in the course of work

HOW TO APPLY

BART has engaged K&A, a retained executive search firm, to assist with the recruitment of the CTO. If you are interested in this outstanding opportunity, please contact Gregg A. Moser, Partner at K&A, at gmoser@kapartners.com.

Applications must be submitted (in completed form) by the closing date and time listed on the job announcement.

SELECTION PROCESS

Applications will be screened to assure that minimum qualifications are met. Those applicants who meet minimum qualifications will then be referred to the hiring department for the completion of further selection processes.

The selection process for this position may include a skills/performance demonstration, a written examination, and a panel and/or individual interview.

The successful candidate must have an employment history demonstrating reliability and dependability; provide copies of certificates, diplomas or other documents as required by law, including those establishing his/her right to work in the U. S.; pass a pre-employment medical examination which includes a drug and alcohol screen, and which is specific to the essential job functions and requirements. Pre-employment processing will also include a background check. (Does not apply to current full-time District employees unless specific job requires additional evaluations).

EQUAL EMPLOYMENT OPPORTUNITY

The San Francisco Bay Area Rapid Transit District is an equal opportunity employer. Applicants shall not be discriminated against because of race, color, sex, sexual orientation, gender identity, gender expression, age (40 and above), religion, national origin (including language use restrictions), disability (mental and physical, including HIV and AIDS), ancestry, marital status, military status, veteran status, medical condition (cancer/genetic characteristics and information), or any protected category prohibited by local, state or federal laws.

The BART Human Resources Department will make reasonable efforts in the examination process to accommodate persons with disabilities or for religious reasons. Please advise the Human Resources Department of any special needs in advance of the examination by emailing at least 5 days before your examination date at employment@bart.gov.

Qualified veterans may be eligible to obtain additional veteran's credit in the selection process for this recruitment (effective Jan. 1, 2013). To obtain the credit, veterans must attach to the application a DD214 discharge document or proof of disability and complete/submit the Veteran's Preference Application no later than the closing date of the posting. For more information about this credit please go to the Veteran's Preference Policy and Application link at www.bart.gov/jobs.



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