TAHOE CITY
PUBLIC UTILITY DISTRICT

CONSTRUCTION PROJECT MANAGER

$101,025—$131,352
ANNUAL BASE SALARY

Superb Quality of Life
Exceptional Community
Supportive Staff
World renowned for its pristine environment and outstanding recreation, the Tahoe Basin is a wonderful place to live, work and play! At an altitude of 6,200 feet, Tahoe offers clean air and water, and an outstanding quality of life. Superb recreation lies just outside your door with internationally recognized downhill and cross-country ski areas, water sports of all types, golf, hiking, and biking opportunities for every ability.

Few mountain environments lie in such close proximity to the opportunities and services of major metropolitan areas. Lake Tahoe is approximately 200 miles northeast of the San Francisco Bay Area, 100 miles northeast of Sacramento, and 45 miles southwest of Reno, Nevada.

TCPUD VISION & MISSION

Our Vision: Building a healthy mountain community through our passion for public service.

Our Mission: To serve the people in our community, as well as the environment. It is our responsibility to provide safe and reliable water service, sewer service for the protection of public health, and parks and recreation services to enhance quality of life.

TCPUD current Strategic Initiatives are:

- Ensure safe and sustainable water and sewer services for all TCPUD taxpayers
- Provide sustainable, customer responsive recreation and leisure opportunities
- Maintain a high performing team of professional staff
- Protect and improve TCPUD infrastructure
- Ensure the TCPUD’s long-term financial sustainability
- Maintain proactive leadership with community and agency partners

TCPUD PRIORITIES

Exceptional management and fiscally sound practices have kept the TCPUD in a solid financial position to continue pursuing community objectives. Current priorities include:

- Providing state of the art water and sewer infrastructure
- Expanding public park facilities and recreation programs to enhance the quality of life in our community
- Improvement and maintenance of the largest bicycle trail network in the region
- Public education for water conservation and environmental stewardship

TCPUD serves a 31 square mile area along the North and West Shores of Lake Tahoe. While primarily located within Placer County, the TCPUD’s southern boundary also extends into El Dorado County, California.

Founded in 1938, TCPUD is an independent special district that provides water, sewer, and parks and recreation services to a community of approximately 5,000 full-time residents, 20,000 part-time residents, and millions of visitors.

TCPUD’s sewer system serves approximately 7,800 residential and commercial customers. Water service is divided into seven sub-regional systems serving approximately 5,700 residential and commercial connections.

TCPUD operates numerous park facilities including beaches, bike trails, ball fields, a boat ramp and campground, golf course, winter sports park, and parklands. Recreation services span every age group from toddlers to seniors with classes, sports leagues, day camps, afterschool programs, sailing, swimming, and music in the park. TCPUD also maintains and rents numerous community buildings.

A five member elected Board governs the TCPUD. Operations are supported by 55 full time staff and approximately 40 seasonal staff. The 2020 annual operating budget is $12.8 million and capital budgets for 2020 are an additional $13.7 million.

TCPUD works closely with the numerous planning and regulatory agencies within the Tahoe Basin. We are honored to have earned an exceptional reputation for protection of the environment, effective implementation of projects, strong maintenance practices, and responsive service to residents and visitors of the community.
TCPUD CORE VALUES

TCPUD’s workplace culture is rooted in our Core Values of:

- **Service** – We extend our passion for service to all we encounter, and consider the following as our “customers”: rate payers, fellow team members, contractors, Board of Directors, agencies, taxpayers, visitors, and the entire community we serve.
- **Professionalism** – We are a team of professionals that take pride in always doing what is right. We value our role as financial stewards and are dedicated to serving our community in the most efficient, effective, and safe manner.
- **Teamwork** – We put team success first and work to promote cooperation and commitment within the TCPUD to fulfill our mission and serve our community. We believe that together we achieve more.
- **Initiative** – We are committed to the pursuit of excellence and believe that innovation, learning, and growth are critical to that pursuit. We all act like owners and take personal responsibility for the TCPUD’s success.
- **Communication** – We value relationships in all areas and believe that communication is fundamental to the success of our team, our “customers”, and our community.

THE POSITION

Receiving direction from the Engineering Manager, the Construction Project Manager administers the construction of assigned District capital and non-capital projects and assists the Engineering, Utilities, and Parks and Recreation Departments in the planning, permitting, design, project management, and contract administration of assigned District capital and non-capital projects.

IDEAL CANDIDATE

The Ideal Candidate will:

- Be an excellent communicator
- Enjoy working with others and share the TCPUD’s commitment to public service and community
- Deftly handle multiple projects
- Be flexible, patient and collaborative
- Hold themselves to the highest standards of personal and professional responsibility

KNOWLEDGE OF

- Principles, practices, techniques and terminology of inspection and civil engineering.
- Laws pertaining to land title, rights-of-way, and easements
- Land use and regulatory agency laws, rules, and procedures
- Civil engineering concepts and terminology, construction methods and techniques
- Project scheduling using GANTT chart, PERT or CPM methods
- California laws and rules pertaining to public works contracting, environment, and industrial safety

ABILITY TO

- Analyze complex problems and formulate recommendations
- Analyze operations of construction projects in the field; interpret maps and reports; know how to perform underground work and other construction; and observe safety precautions.
- Prioritize and exercise sound judgment within areas of responsibilities.
- Understand, interpret and apply Federal, State and local laws and codes and regulations pertaining to work assignments.

EDUCATION/CERTIFICATION

Any combination of education and experience which would likely provide the necessary knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- Graduation from an ABET-accredited program at a college or university with an Associate of Science degree in construction technology, construction management, construction engineering, engineering, or engineering technology or related curriculum.
- Two years of progressively responsible construction project management experience, preferably related to water, wastewater, parks and recreation, or other appropriate public works.
To be considered for this exciting opportunity, please submit a resume and job application by:

Friday, July 10, 2020

The Application Form can be found on our website at www.tcpud.org or by calling 530-580-6043.

Following the closing date, resumes and applications will be screened relative to the criteria outlined in this brochure and job description. Candidates with the most relevant experience and qualifications will be invited to second round questionnaire, interview and/or technical testing.

For more information contact Michelle Martland, Human Resources Administrator,
(530) 580-6043 or mmartland@tcpud.org.

TCPUD is an EOE. TCPUD is a drug-free workplace.