



**CENTRAL CONTRA COSTA SANITARY DISTRICT
GENERAL MANAGER**

Salary Range: \$18,421– \$22,391 Monthly

Final Filing Date: March 26, 2013

The Central Contra Costa Sanitary District (Central San) is looking for a dynamic and results oriented leader to direct, manage, and administer all operational, engineering, and administrative activities of the District. The General Manager receives general and fiscal policy direction from the Board of Directors and is ultimately responsible for carrying out the District's mission, vision, and values.

This position will be responsible for overseeing the three (3) District departments, including Administration, Engineering, and Operations with an estimated annual operating budget of \$100 million, and will be responsible for addressing a variety of organizational matters to ensure the fiscal and operational health of the District while continuing the District's commitment to excellent customer service. With general direction from the Board, the General Manager will manage the development and implementation of the District-wide strategic plan as well as District goals, objectives, and priorities. The position will oversee the preparation of the District's annual budget and direct the general financial planning policies as approved by the Board. Further, the General Manager is responsible for the District's labor and employee/employer relations function and will be expected to be an active participant in various wastewater/water industry organizations in order to advocate District interests and objectives.

Minimum qualifications for the position include ten (10) years of broad and complex management experience in a responsible capacity involving the management, planning, and operation of a wastewater/water agency. Viable candidates will possess the equivalent of a Bachelor's degree from an accredited college or university, with major coursework in business, public administration, engineering, or a related field. Four (4) years of additional qualifying experience may be substituted for the degree. Completion of a Master's degree in business, public administration, or engineering is desirable. Possession of, or ability to obtain, a valid California Driver license by time of appointment is required.

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To apply, please visit the Central San website at www.centralsan.org to submit an application online. A cover letter outlining your interest in the position and a resume are also required. For further information, contact Koff & Associates, Inc. at (510) 658-5633.