



# COUNTY OF GLENN



Is recruiting for a

## FIELD OPERATIONS MANAGER

### DEADLINE TO APPLY

**Friday, June 24, 2022**

### COMPENSATION

**\$32.45-\$39.43 Per Hour**

New employees should anticipate being hired at the beginning of the salary range.

Plus an excellent benefits package:

Mid Managers Summary of Benefits

### THE SELECTION PROCESS

Candidates must submit a completed job application, resume and cover letter. Application packets will be screened and candidates considered best qualified will move forward to a competitive examination process, which may include a written exam, practical skills exam, an oral interview, fingerprinting/background check or medical examination process if applicable. Eligible lists are used for Full-Time (40 hrs./wk. with benefits), Part-Time (20-39 hrs./wk. with benefits), and Public Service employee (PSE) temporary (limited benefits).

### THE POSITION

This position plans, organizes, directs and supervises the operations and activities within the assigned areas of responsibility within the Public Works Agency. This class is distinguished from the class of Assistant Director of the Public Works Agency in that the latter is responsible for planning and directing the professional and technical engineering activities of the agency. This position is scheduled for forty (40) hours per week, Monday through Thursday, 6:30 am - 4:30 pm.

### THE IDEAL CANDIDATE

The ideal candidate will be able to analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.

### WHAT YOU'LL DO

- Recommends and assists in the development and implementation of goals, objectives, policies and procedures.
- Plans and organizes daily and weekly schedules and assignments.
- Participates in budget preparation and administration; prepares cost estimates for budget recommendations.
- Plans, prioritizes, assigns, supervises and reviews the work of staff involved in the maintenance and construction of any Agency operations including but not limited to assigned areas within Airports, Solid Waste Disposal Site, County Roads, Bridges, culverts, drainage systems, and related timber and concrete structures.
- Prepares maintenance project estimates, recommends the division budget; assists in budget implementation; participates in the forecast of additional funds needed for staffing, equipment, materials and supplies; administers approved maintenance project budget.
- Supervises, trains, disciplines and evaluates assigned personnel. Participates in staff selection; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline procedures; recommends employee terminations.

A complete job description and list of duties can be found at [www.countyofglenn.net](http://www.countyofglenn.net)

**About Glenn County** Glenn County has a population of 29,132 and is located mid-way between Sacramento and Redding in Northern California. Glenn County is primarily an agricultural community with mountains on the west, the Sacramento River bounding the east side and the Interstate 5 corridor taking you through the rich farm land of the County. With over 1,188 farms, agriculture remains the primary source of Glenn County's economy. Major commodities include rice, almonds, milk products, prunes, bees and livestock.

## ARE WE A MATCH?

- You are able to apply effective project management principles and practices.
- You have knowledge of principles and practices of Public Works operations and maintenance.
- You are able to organize, implement, and direct a comprehensive maintenance and construction program.
- You have knowledge of principles and practices including recent developments, current literature and sources of information regarding road maintenance and construction, heavy equipment maintenance, traffic control devices and other facilities as required.

## MINIMUM QUALIFICATIONS

### **EXPERIENCE:**

Five years of increasingly responsible experience in Public Works operations and facilities maintenance including two years of supervisory responsibility.

### **EDUCATION:**

High school diploma or GED equivalent supplemented by specialized training in Public Works or related construction fields.

## IMPORTANT APPLICATION INFORMATION

To apply for this job opportunity, submit a completed County of Glenn employment application packet online at [calopps.org](http://calopps.org) or to the Personnel Department: 525 W. Sycamore Street, Willows, CA 95988 by 5:00 P.M., Friday, June 24, 2022.

This recruitment may be used to establish a list to fill future vacancies for the next six (6) months.

### Application packets must include the following

- A Glenn County Employment Application
- Transcripts and/or Certificates
- Résumé
- Cover Letter

- The County of Glenn is an Equal Opportunity Employer. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the Personnel Department.
- The above information is general in nature and does not constitute an expressed or implied contract. The County of Glenn has the right to rescind this recruitment at any time.