



DIRECTOR, CONSTRUCTION MANAGEMENT

Annual Salary Range: \$165,000 - \$170,000

THE CONSTRUCTION MANAGEMENT DIVISION

The Construction Management Division has responsibility for providing construction project management, inspection and materials testing for the Port divisions, tenants, governmental agencies and utility companies so they can receive quality inspections, and construction projects completed on time and within budget. The division is supported by an annual operating budget of \$5.1 million and approximately 57 professional, technical and administrative positions.

POSITION PROFILE

Under general leadership from the Senior Director of Program Delivery in the Engineering Bureau, the Director of Construction Management leads and directs the construction management of all Port construction projects, including construction project management, inspection, materials testing, labor compliance, and administrative support.

CANDIDATE PROFILE

The preferred candidate for this position is a leader within the Engineering or Construction Management industry, capable of organizing and directing the services and functions of the division. The Director is expected to have a documented history of strong leadership, an effective management style, and must be a problem-solver. S/he must be committed to the development of a superb client/customer service ethic, responsive to organizational needs and be flexible, innovative and forward thinking. S/he must be politically savvy and have exceptional public speaking, presentation, and written communication skills.

This position requires an individual who can work effectively with Port stakeholders, including the Board of Harbor Commissioners, Senior Management, Tenants, Customers, Port staff and the Community to achieve desired results. S/he must convey superior professional standards and unyielding integrity. S/he must be comfortable working in a deadline-driven and demanding environment.

EXAMPLE OF DUTIES

The Director of Construction Management:

- Provides leadership and direction for the division with direct and indirect supervision of all construction management staff, establishes goals and objectives, measures performance, and ensures an effective, customer-oriented service level.
- Consults with bureau leadership and division directors to determine their short and long-term needs and defines processes and information systems that will be responsive to those requests.
- Reviews strategic goals and initiatives; promotes team building and projects as development opportunities for staff members.
- Directs the planning, supervising and allocation of Construction Management (CM) Division resources.
- Directs and oversees the construction phase of large-scale Capital Projects including the construction of the Middle Harbor Container Terminal Development as well as wharf and backland terminal development, dredging and navigation improvements, buildings, railroads, roadways, bridges and utilities reviews, project scopes, budgets, schedules, cost estimates and contract documents.
- Selects onsite consultants performing Construction Management services, authorizes work and assigns projects.
- Partners with local, state and federal agencies to implement key infrastructure programs.
- Oversees and directs the development and administration of the Division's annual budget.
- Monitors project construction contingency budget.
- Directs and reviews the preparation of a variety of written correspondence, reports and procedures.
- Participates in Board of Harbor Commission meetings, committees, staff, and public and private agency meetings as required regarding assigned services, activities and programs.
- Performs other duties as required.



EDUCATION, KNOWLEDGE & EXPERIENCE

Requirements for the position include:

Education:

- A Bachelor's Degree in Engineering (preferably Civil Engineering) is required.
- Must be a licensed Civil Engineer in the State of California.
- A Master's Degree in Engineering (preferably in Civil Engineering or Construction Management) or advanced degree coursework is desirable.
- Professional certifications (e.g. PMP, CCM, LEED) are highly desirable.

Experience:

- Approximately ten to fifteen years of progressively challenging construction management experience in the field of engineering, of which at least the last five years must be in a responsible position managing and directing professional staff.
- Strong leadership background, with experience as a number one or number two management professional in a complex, similarly situated organization with comparable challenges and structure.
- Experience in project management and/or technical design is required.
- Proven ability to implement new programs or practices designed to enhance service and value is required.
- Prior work experience in the government enterprise entity highly preferred.
- Proven ability to implement new programs or practices designed to enhance services and values.
- Experience successfully creating and maintaining effective partnerships with people from diverse backgrounds and areas of technical expertise.
- Demonstrated success in leading change initiatives and building high performance teams.

Expert Knowledge of:

- Theories, principles and practices of construction management.
- Project management, business analysis and management principles.
- Components of construction plans and specifications.
- Current construction management best practices and applications.
- Construction Management Standards of Practice, inspection and construction concepts, techniques and principles.

Position Requires the Ability to:

- Understand, interpret, explain and apply Port policy.
- Prepare clear, concise and comprehensive correspondence, reports and other written materials.
- Be a strong hands-on manager of people, capable of motivating and energizing staff.
- Exercise sound, expert professional judgment and seasoned political acumen within broad general policy guidelines.
- Exercise tact and diplomacy in dealing with sensitive, complex and confidential issues and situations.
- Establish and maintain effective working relationships with Commissioners, other elected and appointed governmental officials, industry and business executives, city departments, professional and community groups, consultants, developers, employees and the public.



COMPENSATION & BENEFITS

The Port of Long Beach has established an annual salary range between \$165,000 and \$170,000. Placement within the salary range is based on qualifications. An attractive package of executive level benefits is also included, with the opportunity of working in one of the most diverse and dynamic areas of the United States. The Port's generous benefits package includes:

- *Auto allowance:* \$450 per month
- *Deferred Compensation:* several plans available
- *Retirement:* CalPERS 2% @ 62, coordinated with social security (with a 6.5% payroll contribution)
- *Group Health Insurance:* medical (an HMO and a PPO) and dental options (two plans to choose from) available for employee and dependents
- *Life Insurance:* City-paid life insurance policy of \$20,000 plus executive insurance benefit equal to three times annual salary up to a maximum of \$500,000
- *Disability Insurance:* City-paid short and long term disability insurance
- *Vacation:* 12 days after one year of service; maximum of 20 days after 19.5 years of service
- *Sick Leave:* 8 hours per month
- *Executive Leave:* 40 hours per year
- *Holidays:* 9 designated holidays per calendar year, plus 4 personal holidays
- *Bereavement Leave:* 3 days for death or critical illness of immediate family member plus 3 days of accrued sick leave
- *Annual Physical:* provided by the City

APPLICATION & RECRUITMENT SCHEDULE

The final filing date for this recruitment is **Wednesday, November 2, 2017 @ 4:30 PM.** The Port reserves the right to **extend the closing date without notice** in order to accept additional applications.

To be considered for this opportunity, submit a cover letter, a resume that reflects scope of current/most recent organization and responsibilities, and current salary information via email to: humanresources@polb.com. You must indicate **DIRECTOR, CONSTRUCTION MANAGEMENT** in the subject line. Incomplete application packets or those that clearly do not meet the minimum requirements will not be considered.

This information is available in an alternative format by request to the Human Resources Division at (562) 283-7500. If you require an accommodation because of a disability in order to participate in any phase of the application/selection process, please submit your request in writing when submitting your application, call the number above, or email: humanresources@polb.com. Following the final filing deadline, all application packets will be evaluated to determine the most qualified applicants, who will be invited to further participate in the selection process. Those individuals determined to be best suited for the position will be interviewed by the final selection panel, with an appointment anticipated shortly thereafter, upon completion of a thorough reference and background check.

Relocation is not available for this position.

The Port of Long Beach is an Equal Opportunity Employer.



THE PORT

The Port of Long Beach is one of the world's busiest seaports and is a leading gateway for international trade. Founded in 1911, it has grown to 3,200 acres and moves \$180 billion in trade each year. The Port of Long Beach is the second busiest container port in North America. East Asian trade accounts for more than 90 percent of Long Beach shipments with the top trading partners being China, South Korea, Japan, Hong Kong and Taiwan. The Port of Long Beach is the City of Long Beach's Harbor Department and is governed by the Long Beach Board of Harbor Commissioners. The Port's Executive Director is appointed by the Board and is responsible for overall Port activities. With over 500 employees and annual operating revenues of nearly \$375 million, the Port of Long Beach is a landlord port that leases and acquires property for port development. The Board of Harbor Commissioners leases port shipping terminals and other facilities to private entities, and revenues are reinvested in new facilities and port-related improvements.

In 2005, the Board of Harbor Commissioners adopted a Green Port Policy that has positioned the Port as the leader in the area of environmental stewardship. To learn more about the Port, go to www.polb.com.

THE COMMUNITY

Majestically located on the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach, California is often described as a series of strong, diverse, interwoven smaller communities within a large city. Enjoying an ideal southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, the annual Toyota Grand Prix of Long Beach, the Long Beach Sea Festival, and a wide variety of other attractions serve to draw over six million visitors each year. The city is also home to California State University, Long Beach, ranked one of the best value public colleges in the nation, and Long Beach City College, one of the largest community colleges in California.

While offering all the amenities of a large metropolis, Long Beach has the added benefit of having maintained a strong sense of community and cohesiveness despite its size. Long Beach is the seventh largest city in California and celebrates its vibrant diversity. A superb climate, quality schools, vibrant downtown and a wide variety of neighborhoods help make Long Beach one of the most livable communities in the country.