



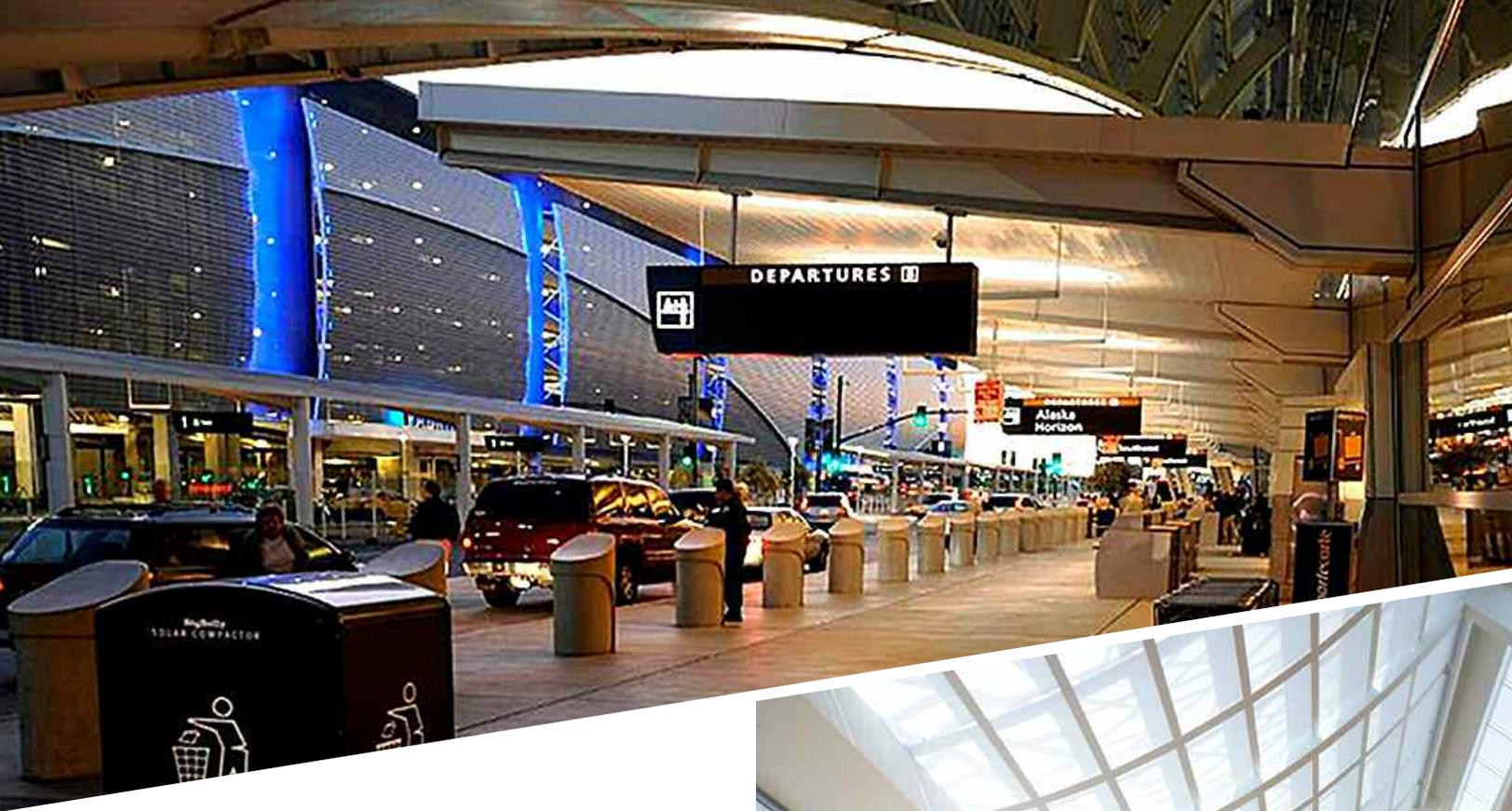
NORMAN Y. MINETA
SAN JOSE
INTERNATIONAL
AIRPORT



SILICON VALLEY'S AIRPORT

The City of San José Invites Applications for
IT Infrastructure Project Manager
Norman Y. Mineta San José International Airport (SJC)
San José, California

Executive Search Services Provided by ADK Consulting & Executive Search



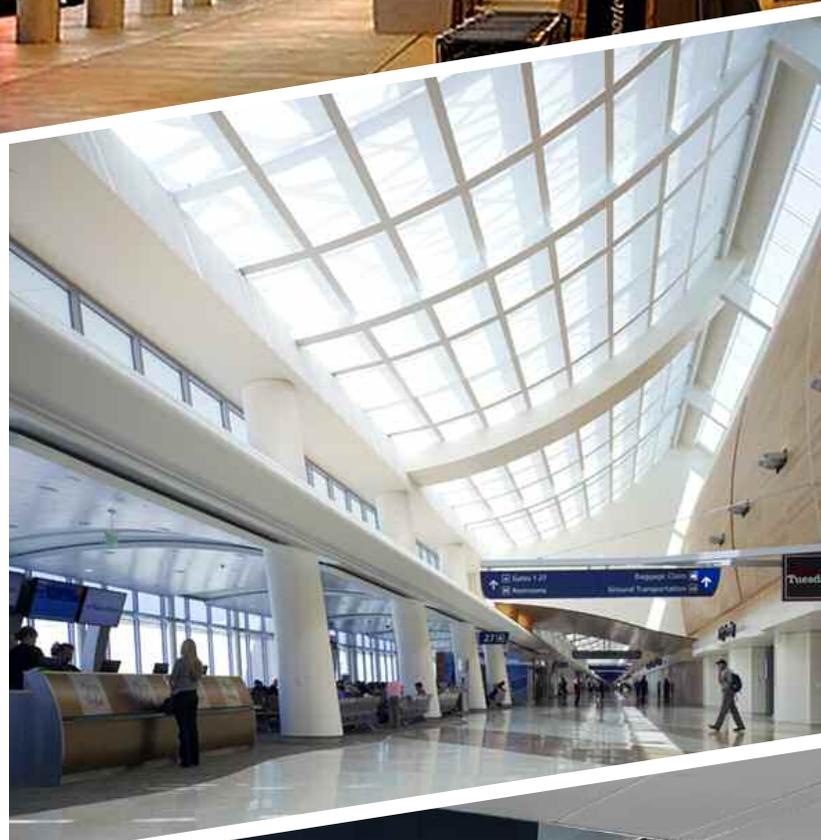
The Airport

The Airport Department has undergone a Strategic Planning effort that will lead the decision-making process into our future. We are looking for team members who can work toward our Mission Statement to “Connect, Serve and Inspire” and our Vision Statement to “Transform the Way Silicon Valley Travels”. We thrive on collaboration, vigor, and look forward to ever-changing challenges.

The Department is an enterprise operation, which receives no General Fund support from the City. The Airport also has an 11-member Airport Commission, which is appointed by the Mayor and City Council. Members of the Airport Commission serve in an advisory capacity to the City Council and to the Director of Aviation on issues relating to SJC.

Originally established in 1945, SJC has developed to meet the passenger demands over the years, correspondingly with the growth of the Santa Clara Valley and its burgeoning high technology orientation. Continuous expansion projects were the order of the day in the 60’s, 70’s and 80’s. In 1984, the Airport was renamed San José International Airport and began to take on the role of being a focal point for international cargo shipping and commerce.

Major terminal and runway expansion projects took place in the early 90’s, and in 2005 the San José City Council approved plans to bring SJC into the 21st Century to reflect the innovation and technology of Silicon Valley. *(continued...)*





The Airport *(continued...)*

In 2010, upon completion of a \$1.3 billion comprehensive modernization effort, SJC opened a cutting edge new airport featuring the latest, locally developed technology that provides flexible support for airlines and passengers. SJC is the nation's 36th busiest facility in terms of passengers, with over 15 million people using its services annually. SJC is served by 13 domestic and international airlines, two cargo airlines, and has two main terminals comprising approximately 940,000 square feet and 36 commercial gates. The Aviation Department has 225.5 full-time employees, plus receives support from other City Departments (Police, Fire, Public Works and Information Technology). The Airport's annual operating budget for Fiscal Year 2019-20 is approximately \$211 million. SJC's annual capital program budget for Fiscal Year 2019-20 is \$109 million with a 5-year (2020-24) Capital Improvement Program budgeted at \$350 million.

In addition, SJC estimates serving approximately 7,560,000 enplanements and handling approximately 185,000 aircraft operations in Fiscal Year 2019-20.

The Airport experienced an overall passenger increase of 4.4% in 2015, 10.2% in 2016, 15.6% in 2017 and 14.7% in 2018. The airport continues to trend increases in seat capacity through the end of calendar year 2019. The Airport's unprecedented growth of passenger traffic has led to increased demand for additional aircraft gates. To address this demand, the Airport recently completed building an Interim Facility, providing six (6) additional gates with accompanying hold room space. The Interim Facility is attached to Terminal B by connector bridges to allow passengers to move freely between Terminal B and the Interim Facility. The Interim Facility project cost \$58 million. Other significant projects recently completed or currently underway include refurbishment of ramp pavement to enable flexibility in aircraft boarding and/or parking, rehabilitation of the airfield electrical systems, procurement of zero emission buses to reduce the carbon footprint of the airport, and implementation of the Airport Runway Incursion Mitigation Study to maximize airfield safety and achieve FAA design standards. Upcoming projects include construction of a parking garage, replacement of the Aircraft Rescue and Fire Fighting (ARFF) facility, network and parking revenue control equipment replacement.



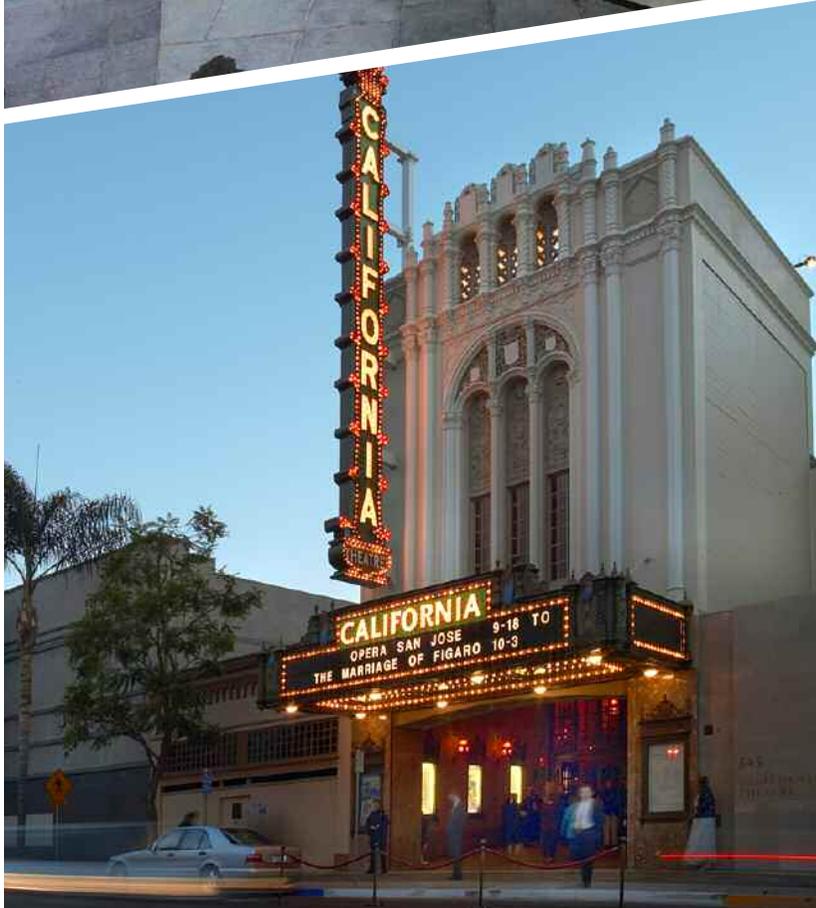
The Community

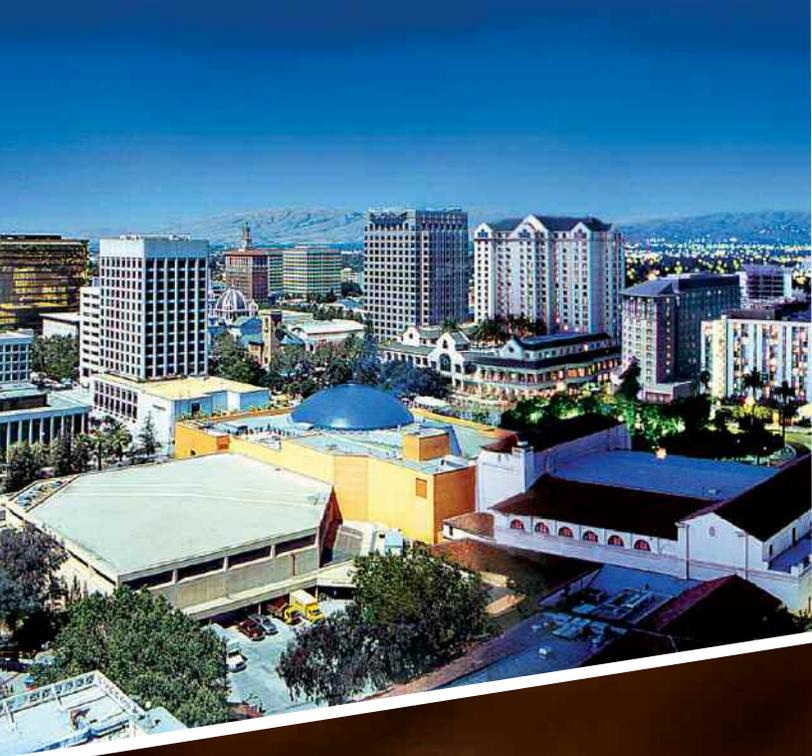
Known as the “Capital of the Silicon Valley,” San José is the world’s leading center of innovation. With more than one million residents, San José is the third largest city in California, and the 10th largest city in the nation. Encompassing 178 square miles at the southern tip of the San Francisco Bay, San José is Northern California’s largest city and one of the most diverse large cities in the United States.

San José’s quality of life is unsurpassed. Located 50 miles south of San Francisco and 30 miles east of Pacific Coast beaches, San José is surrounded by the Diablo and Santa Cruz mountain ranges and enjoys an average of 300 days of sunshine a year. Residents have easy access to the beaches along the California coast including Santa Cruz, Monterey, and Carmel; Yosemite and Lake Tahoe in the Sierra Nevada; local and Napa Valley wine country, and the rich cultural and recreational life of the entire Bay region.

San José has received accolades for its vibrant quality of life from publications including Business Week and Money magazines as well as other national media. The downtown area is home to high-rise residential projects, renovated theaters, and diverse cultural attractions such as opera, symphony, live theater, nightclubs, and restaurants. Inquiring minds are served at the Tech Museum of Innovation, the San José Museum of Art, and many local galleries and museums.

Nineteen public school districts and over 300 private and parochial schools provide residents with a range of educational choices. Innovative programs in local school districts include a nationally acclaimed performing arts magnet, as well as concentrations in aerospace, international studies, math and science, radio and television, and more. Universities in and near the city include San José State University, Santa Clara University, Stanford University, and three University of California campuses.





The Community *(continued)*

Although it was once an agrarian community, San José's transformation into a global innovation center now includes largest concentration of technology expertise in the world. The San José area today is powered by one of the most highly educated and productive populations in America. More than 40 percent of the workforce has a bachelor's degree or higher, compared with 25 percent nationally. San José residents include speakers of more than 50 different languages, and 40 percent are foreign born, contributing to the economic and cultural vitality of the region.

San José is proud of its quality of life and of the rich cultural diversity evident in its population, its work-force, and its many neighborhoods, and SJC has an essential role in connecting residents and businesses to the nation and the world.

City Government

The City of San José is a full-service Charter City and operates under a Council-Manager form of government. Ten full-time Council Members are elected by district on a non-partisan basis and serve overlapping four-year terms with a two-term limit. The Mayor is also a member of the City Council but is independently elected at-large and serves up to two four-year terms. Department heads, including the Aviation Director, are appointed by the City Manager with confirmation by the City Council. San José also actively engages its residents through Council-appointed boards and commissions and a commitment to transparency and outreach.



San Jose
CITY GOVERNMENT

In addition to providing a full range of municipal services along with the Airport, San José operates a municipal water system, a regional wastewater treatment facility, some 200 neighborhood and regional parks, three municipal golf courses, and an award-winning library system with 24 branches. The City also oversees convention, cultural event, and hospitality facilities that include the San José McEnery Convention Center, Center for the Performing Arts, California Theater, Mexican Heritage Plaza, Dolce Hayes Mansion and Conference Center, and the SAP Center San José – home of the National Hockey League's San José Sharks.

City operations are supported by 6,413 positions and a total budget of \$3.7 billion for the 2018-2019 fiscal year. San José is dedicated to maintaining the highest fiscal integrity and earning high credit ratings to ensure the consistent delivery of quality services to the community. Extensive information regarding San José can be found on the City's website at www.sanjoseca.gov.



The Position

The Airport is proud to offer an exciting and unique opportunity for a team member who brings positive energy and is motivated to shape the future of the Airport. The Airport team is passionate about what our Airport has to offer to the Silicon Valley and is seeking a professional who will share this passion. This great work environment makes this an ideal opportunity for a highly motivated and results-oriented individual who will like to join our Airport team to work hard toward our strategic vision.

Reporting to the Airport's Technology Manager, the **IT Infrastructure Project Manager** is responsible for managing large scale technology infrastructure projects including new Airline and tenant moves, infrastructure cabling architecture, design, and buildouts, Airport building expansions with related technology components, and Telephony Upgrades.

With the Airport's unprecedented growth of passenger traffic and the increased demand for technology infrastructure, the Infrastructure Project Manager will need to be flexible, knowledgeable, and can work well with all levels. The Airport projects have defined due dates and it is critical that this individual can manage, negotiate, and successfully complete key projects on time.

Responsibilities include:

- Serve as SJC Project Lead for the Wi-Fi Upgrade Project.
- Serve as SJC Project Lead for the Network Replacement Project.
- Supervise the infrastructure team.
- Work on innovative technology projects to enhance the passenger experience.
- Serve in technology project lead or support capacities as assigned.

The IT Infrastructure Project Manager works across divisions to (1) effectively define project requests in terms of scope, timing, and resources required; (2) support work prioritization within projects by stakeholders; (3) ensure the use of professional project practices across PMI, agile, LEAN, and other applicable methods; and (4) oversee functional, technical and vendor staffs to achieve successful project outcomes. The IT Infrastructure Project Manager is formally classified as a Supervising Applications Analyst.





The Ideal Candidate

The ideal candidate shall think strategically and have experience in enhancing a service-oriented work environment while planning, organizing, directing, and evaluating the performance of contractors. Candidates should have a proven track record of building strong, collaborative relationships with stakeholders of all kinds, including residents, businesses, other professional staff. Candidates should also be comfortable working in a fast-paced environment and have the capacity to drive forward with high priority initiatives while managing daily workload.

Personal Characteristics & Management Style

- Confident decision maker with a track record of producing results
- Effective and empathic communicator skilled at building relationships
- Collaborative partner with stakeholders inside and outside the City organization
- Experienced leader who appreciates and welcomes San José's rich multicultural, diverse environment

Education & Experience

A Bachelor's Degree from an accredited college or university in a relevant field AND five (5) years of increasingly responsible professional/ level experience. in computer applications, systems, networks, or telecommunications work, of which at least two (2) years include the responsibility for the development, implementation, and maintenance of major communications or computer systems.

Acceptable Substitution

Additional years of increasingly responsible directly related work experience may be substituted for education on a year-for-year basis. Completion of a master's degree in a relevant field from an accredited college or university may be substituted for one year of the required two (2) years of experience include the responsibility for the development, implementation, and maintenance of major communications or computer systems.



The City provides an excellent array of benefits, including:

Retirement – Competitive defined benefit retirement plan with full reciprocity with CalPERS; defined contribution plan available as an option.

Health Insurance – The City contributes 85% towards the premium of the lowest cost non-deductible plan. There are several plan options.

Dental Insurance – The City contributes 100% of the premium of the lowest priced plan for dental coverage.

Personal Time – Vacation is accrued initially at the rate of three weeks per year with amounts increasing up to five weeks after 15 years of service. Executive Leave of 40 hours is granted annually and depending upon success in the Management Performance Program could increase to up to 80 hours. Sick Leave is accrued at the rate of approximately 8 hours per month.

Holidays – The City observes 14 paid holidays annually.

Deferred Compensation – The City offers an optional 457 Plan.

Flexible Spending Accounts – The City participates in Dependent Care Assistance and Medical Reimbursement Programs.

City Benefits *(continued...)*

Insurance – The City provides a term life policy equal to two times annual salary. Long-term disability and AD&D plans are optional.

Employee Assistance Program – The City provides a comprehensive range of services through the EAP.

For more information on employee benefits, visit the **City's benefits website**.

Compensation

The approved salary range for this position is \$114,150 - \$139,006. The actual salary shall be determined by the final candidate's qualifications and experience. In addition to the starting salary, employees in this classification shall also receive an approximate five percent (5%) on-going non-pensionable pay bonus.

How to Apply:

To apply online, please **click here**.

Deadline for applications:

Sunday, October 27, 2019

with initial screening beginning

Monday, October 21st.



Project manager: **Rod Dinger, AAE**

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