

OAKLAND SAN FRANCISCO BAY AIRPORT

The Port of Oakland invites applications for

Aviation Security Manager

Oakland San Francisco Bay Airport (OAK)
Oakland, CA

Executive Search Services Provided By ADK Consulting & Executive Search





The Airport

Oakland San Francisco Bay Airport (OAK) is one of three major commercial airports serving the San Francisco Bay Area and has approximately 2,600 acres of aviation-related facilities. Owned and operated by the Port of Oakland since 1927, OAK is the primary airport for the greater East Bay, the most populated part of the Bay Area, and the closest airport to most of the region's employers.

In CY 2025, OAK served 9.2 million passengers. In addition to serving passengers, OAK provides air cargo services; in CY 2025, total air cargo transported was more than 1.1 billion pounds. Recent service additions include Frontier Airlines' return to OAK with nonstop service to Las Vegas and new JSX nonstop service to Santa Monica. By roadway and air-rail (BART) the airport offers excellent access to all of the region's business, tourism and entertainment venues.

The vision of Oakland San Francisco Bay Airport is to be the airport of choice for Bay Area residents and visitors alike. OAK is operated by the Port of Oakland, which also oversees the Oakland seaport and 20 miles of waterfront. Together with its business partners, the Port supports more than 98,000 jobs in the region and has an economic impact of more than $174 billion. For updates, departure and arrival information, airport maps, and details on shopping, dining, ground transportation, and more, visit www.iflyoak.com. The Airport has an active Social Media Program. Follow us on Facebook, LinkedIn, X, and Instagram.

OAK received Board approval on the Final Environmental Impact Report, providing OAK a path forward to plan for a future terminal modernization, replacement, and expansion project.



The Airport *(continued)*

Following completion of the federal processes, a multi-phase development is expected to occur in the latter part of the decade. The operation at OAK consists of more than 250 Port of Oakland employees across eight departments.

Recent and ongoing capital program projects include:

- Terminal restroom renovation program; Phase 1 was named a 2026 Project of the Year by Airport Business News and Phase 2 is underway
- Continued redevelopment of terminal food, beverage and retail concessions, including the new Trader Vic's and Plum Market in Terminal 2
- Seismic reinforcement of the Airport Perimeter Dike to protect the airfield from sea level rise and earthquake-related flooding
- Taxiway Whiskey rehabilitation and other airfield projects
- Recent security upgrades, including a new Terminal 2 security exit

Oakland has numerous innovation initiatives across all departments to enhance operations and the customer experience which will be implemented on a continual basis.







The Community

Located on the east side of San Francisco Bay, Oakland offers 19 miles of coastline to the west and magnificent rolling hills to the east, which affords it one of the most beautiful views in the world – a beautiful bay, the Golden Gate Bridge, and the majestic Pacific Ocean. Oakland, with a population of approximately 425,000, is the eighth largest city in the state of California and covers approximately 54 square miles.

Within its borders, Oakland features well-kept neighborhoods, a progressive, dramatically growing downtown, and superior cultural and recreational amenities. The heart of the East Bay, Oakland is home to a wealth of activities and attractions.

The city is surrounded by sparkling bay waters and rolling hills dotted with redwood forests. Visitors can boat, bike and hike amid spectacular natural surroundings.

Designated as an All-American City, Oakland is the center of the East Bay trade area, and is rich in history, impressive growth and a promising future. It is a city of transportation, health care, government, sports, education, arts and culture. The 24,000-square-foot Oakland Asian Cultural Center is the largest and most modern facility of its kind in North America. The Oakland Museum of California (OMCA) is an interdisciplinary museum dedicated to the art, history, and natural science of California and is enjoyed by visitors and residents alike.

Oakland has seen a resurgence of restaurants, and events such as the annual Oakland Restaurant Week and the monthly First Fridays art and street festival are popular in the community.

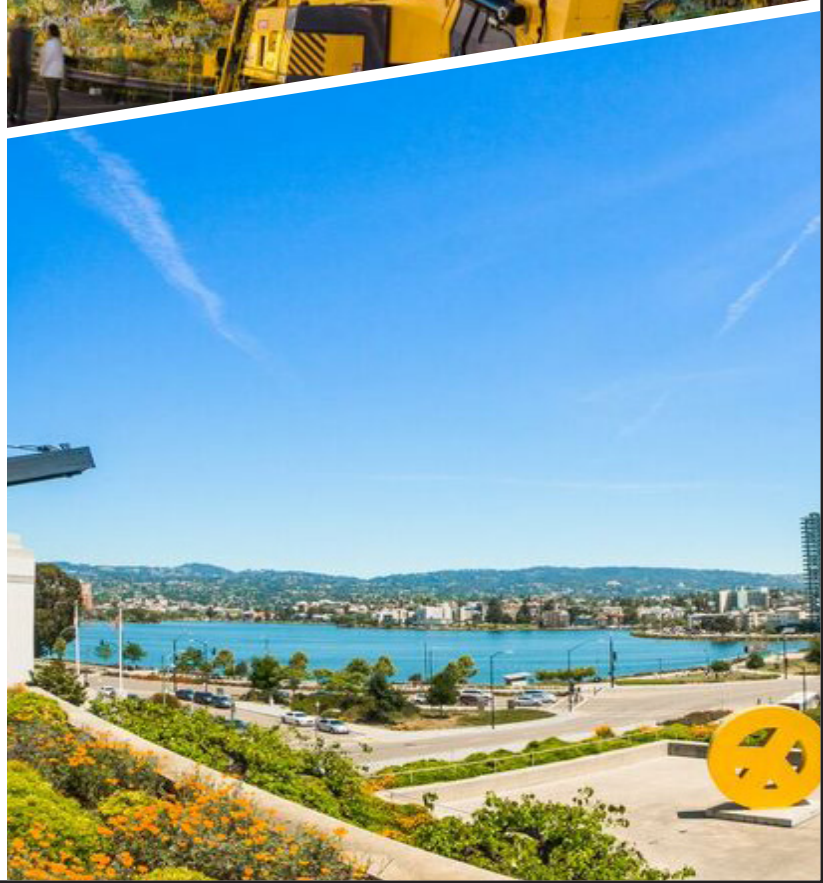
At least 100 languages and dialects are spoken in the city, and a study conducted by the University of Wisconsin ranked Oakland as the most ethnically diverse city in the nation.

Recognized as a major transportation hub, Oakland is a city in which large corporate headquarters comfortably sit nearby traditional business and small shops.

With San Francisco Bay and the Pacific Ocean sitting at Oakland's doorstep, there is something fun and exciting for everyone who visits or resides in this cosmopolitan city.







The Position

The Aviation Security Manager manages and oversees all of Oakland San Francisco Bay Airport's security activities, ensures the efficient implementation of the Airport Security Manual directives, and plans security strategies with Airport staff and tenant representatives. A department head classification with responsibility for the overall security of the Airport, the position plans, develops and evaluates the Airport's security program and public safety activities in accordance with FAA and TSA regulations. The Aviation Security Manager reports directly to the Assistant Director of Aviation and exercises direction over assigned staff. Typical duties may include, but are not limited to the following:

- Plans, organizes and directs, through subordinate supervisors, the implementation of the Airport Security Manual in compliance with FAA Part 139 and TSA Part 1542; updates the Security Manual to meet ongoing security requirements and demands.
- Coordinates all activities relating to compliance with TSA 49 CFR 1542 and 1544 and FAR Part 139 regulations, including VIP movement and security intelligence matters.
- Oversees the Airport's ID Badge unit, the computerized security access control system for secure areas and other related security systems.
- Assesses the Airport's security needs, including construction plans for new Airport facilities; develops recommendations regarding policy and procedure; inspects buildings and ground areas to ensure the security of the public and employees.





The Position *(continued)*

- Monitors tenants' compliance with Airport Security Manual directives, developing and imposing controls and restrictions as necessary.
- Develops the department operating budget and monitors expenditures; reviews and approves financial reports, contracts and budget change requests; directs the preparation of specifications and Requests for Proposal and manages and administers contracts.
- Directs the selection, supervision and evaluation of assigned staff; plans and implements staff training and development to enhance program effectiveness.
- Confers with the Assistant Director of Aviation to plan the work of the department and ensure consistency of Airport policy; directs studies and reports on department operations; responds to inquiries from private citizens and government agencies.

Minimum Requirements for Application

Education and Experience: Education and experience reflecting possession of the required knowledge and skills. A typical combination would include graduation from an accredited college or university with a bachelor's degree in business or public administration, aviation or related fields, plus five years of professional experience in the aviation industry managing security functions and/or law enforcement activities, including at least two years of supervisory experience.

License: Must possess a valid California Class C driver license at the time of and for the duration of appointment.

Additional Requirements: This Airport specific classification requires each incumbent to complete and pass a Transportation Security Administration/Federal Aviation Administration (TSA/FAA) 10-year employment history verification, which will include fingerprinting and a Criminal History Records Check (CHRC), prior to being considered for this position. This status must be maintained for the duration of employment at the Airport.

Qualifications

Knowledge of security support agencies such as the Federal Bureau of Investigation, Oakland Police Department and Sheriff's Department; federal and state rules and regulations concerning airport safety and security, including TSA 49 CFR 1542 and 1544 and FAR Part 139; Airport physical locations such as building accesses, automated and manual security systems and the computerized access control system; and general administrative principles, practices and methods, including goal setting, objectives and procedures development and implementation, and program and budget development and implementation.

Ability to maintain and exhibit discretion and integrity when handling sensitive information; plan workloads for others, including assigning and monitoring work, conducting formal performance evaluations and administering discipline; provide effective leadership, initiative and motivation; communicate clearly and concisely, both orally and in writing; exercise sound and effective judgment; organize time, personnel and equipment to achieve security policy and procedure; exercise tact, self-restraint and strategy in dealing with a variety of people, including adversaries and advocates; and establish and maintain effective working relationships.

For the full job description, click here.

The Selection Process

Stage I: Application and Supplemental Questionnaire Evaluation (Pass/Fail)

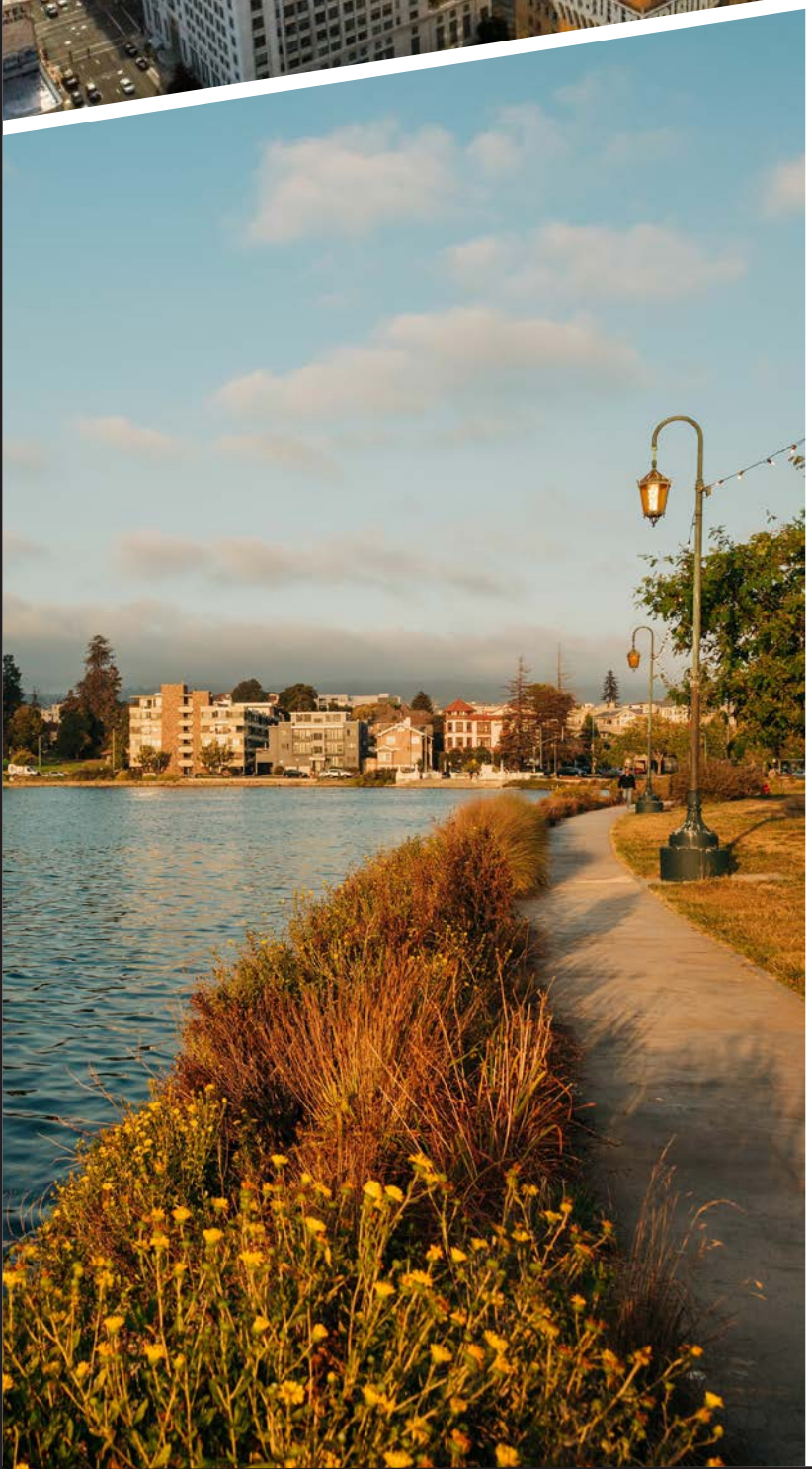
The first stage in the selection process will consist of an application and supplemental questionnaire, appraisal review (pass/fail). Applications submitted without a completed supplemental questionnaire will not be given further consideration. Meeting the minimum qualifications does not guarantee advancement to the next stage. Only the most suitably qualified candidates will be invited to Stage II.

Stage II: Assessment Examination (Weighted 100%)

The second stage of the selection process may consist of a combination of job-related situational project exercises and an oral panel interview designed to assess technical knowledge and any additional KSAs. Job-related situational project exercises may consist of written exercises, performance exercises or other situational exercises that would assess the KSAs. The Assessment Examination is designed to test the applicant's overall aptitude for the position.







Compensation and Benefits

The Port's compensation and benefit program ranks among the best in the region for public jurisdictions and is designed to reward performance and promote a balanced lifestyle, both at the workplace and away from the workplace, for its employees and their families. The Port is committed to the health and well-being of its employees and has been recognized as a FIT-Friendly Employer by the American Heart Association.

- The salary range for this position is $17,369.00 - $21,517.00 Monthly. Progression through the salary range is based on performance.
- The Port is part of the California Public Employees Retirement System ("CalPERS"). CalPERS is a defined pension provided to regular full-time employees that work for the Port. The CalPERS defined pension is based on a predetermined formula that factors in an employee's earnings history, tenure of service and age. The retirement formula for new hires is 2% at 62 years of age or 2.5% at 55 with other CalPERS service and/or reciprocity.
- The Port offers retiree medical benefits for employees and dependents after 10 years of CalPERS service (including 5 years at the Port).
- The Port pays 100% of the premium cost for employees and dependent health insurance coverage not to exceed Kaiser-HMO Family Plan; cash in lieu of medical benefit is also available.
- The Port pays 100% of the premium cost for dental and vision coverage.
- The Port pays 100% of the premium cost for Long Term Disability ("LTD") coverage and reimburses employees for the State Disability Insurance.
- The Port pays 100% of the premium cost for life insurance at one-time annual salary with certain limits.
- The Port offers a Deferred Compensation Plan allowing employees to save and invest money for retirement with tax benefits.

Time Away from Work

- From 2 to 5 weeks of vacation depending on years of employment at the Port.
- 1 paid Floating Holiday per year.
- 12 days of sick leave per year after three months of employment which includes 4 days of personal leave.
- 13 paid holidays as well as the second half of the shift on December 24 and December 31.



Advisories

Immigration and Reform Control Act: In compliance with the Immigration and Reform Act of 1986, the Port will only hire individuals who are legally authorized to work in the United States. Social Security card must be presented, and the name on it must match the name on the application.

Americans with Disabilities (“ADA”): In compliance with State and Federal Laws, the Port will employ and promote qualified individuals without regard to disability. The Port is committed to making reasonable accommodations in the selection process and in the work environment. Individuals requesting reasonable accommodations during the selection process must notify Nancy Phetdaravanh at nphetdaravanh@portoakland.com within seven (7) calendar days of the closing date of the job announcement. The Port requires applicants to provide supporting medical documentation to substantiate a request for reasonable accommodation.





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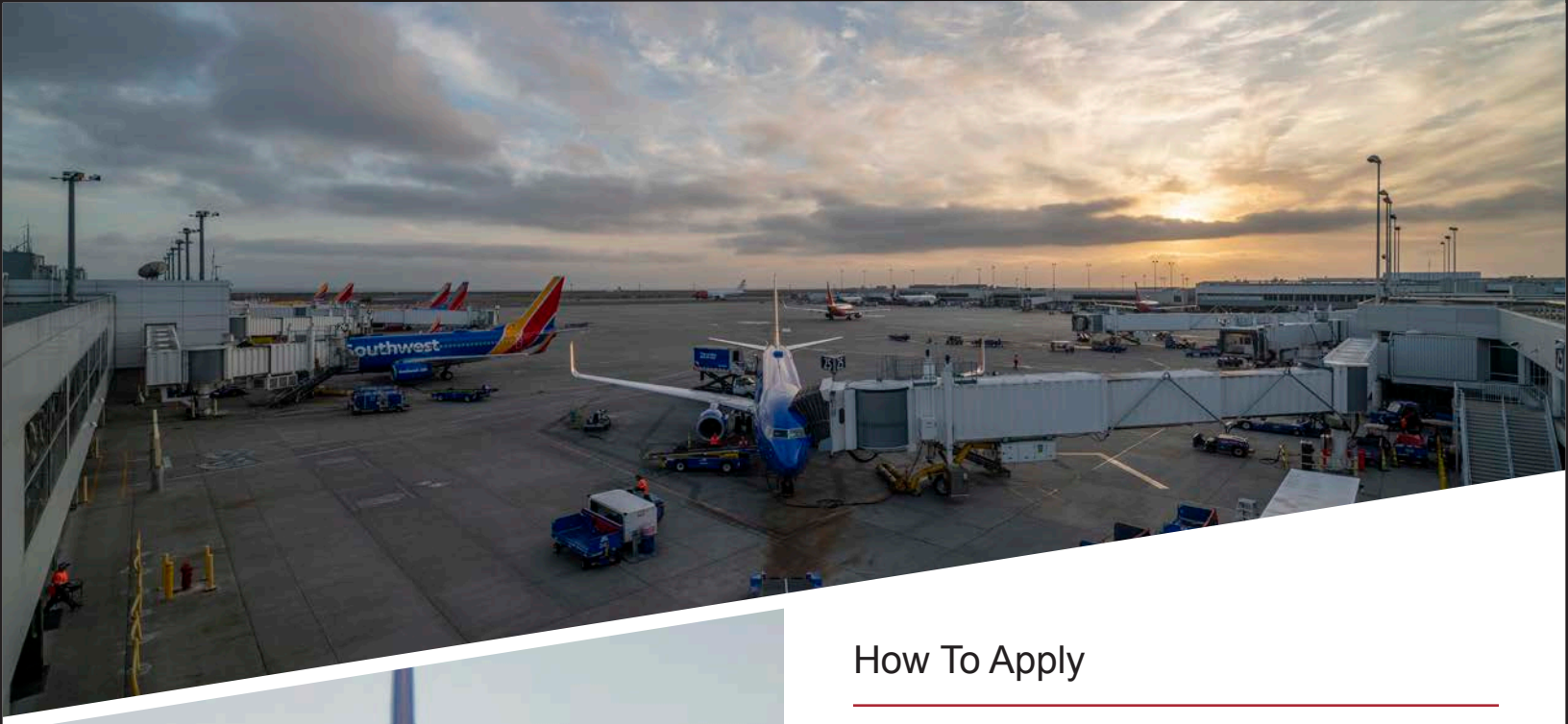
Supplemental Questions

1. Airport security programs can meet regulatory requirements yet vary significantly in overall effectiveness. Drawing from your professional experience, describe your philosophy of airport security leadership and what distinguishes a truly effective security program from one that is merely compliant. In your response, explain how you have applied this philosophy in previous roles and how you would use it to help Oakland San Francisco Bay Airport maintain and strengthen an industry-leading security program.

2. Describe a specific situation in which you led an effort to improve security performance, security culture, or organizational accountability. Using examples from your own experience, discuss challenges you faced, how you worked with stakeholders to gain support for change, the approach you took to balancing education, recognition, and enforcement, and results achieved.

3. Drawing from your own experience, describe a significant security challenge, operational issue, regulatory change, or security technology initiative that required your leadership. Explain your role in assessing the issue, developing and implementing a solution, managing sensitive information, coordinating with stakeholders, and measuring success. In your response, discuss what you learned from the experience and how those lessons would influence your approach as Aviation Security Manager at Oakland San Francisco Bay Airport.







How To Apply

To apply online, click here or go to the Port of Oakland website at www.portofoakland.com and click on “Careers” and “Job Center.” All completed applications for this position must be submitted online no later than 5:00 pm, on the closing date of the recruitment. PAPER APPLICATIONS WILL NOT BE ACCEPTED. Please follow all submission instructions to ensure your application is complete. Resumes will not be accepted in lieu of online applications; therefore, it is important for online applications to be completed fully. Late applications will not be accepted beyond the closing time and date for any reason, including any technical issues, such as system, browser, or computer failures, etc.

Deadline for applications: November 23, 2026, 5:00 PM Pacific

The contact for this search is:

Kenneth Gwyn, A.A.E.
kenneth@adkexecutivesearch.com

The Port of Oakland is an equal-opportunity employer. We support diversity and are committed to creating an inclusive environment for employees.

ADK Consulting & Executive Search