

NOW HIRING:

# IT MANAGER

Fairfield-Suisun Sewer District



## THE POSITION

The IT Manager is responsible for planning, organizing, coordinating, directing, designing, supporting, and reviewing the activities and operations of the District's information management systems. This may include computer system related functions such as database administration, network infrastructure, cyber security, strategic planning, business systems application development, and maintenance of file servers and computers. The incumbent is responsible for ensuring that functions meet all applicable laws, regulations, and District policies.

The ideal candidate will have the ability to evaluate the District's current systems and provide recommendations to help streamline processes, increase efficiency, and assist in the collaboration between the different functional areas of the District. Additionally, they will have the knowledge and expertise to support the needs of the District in regards to cyber security, program implementation, project management, and systems analysis and support.

### CORE COMPETENCIES:

- Strategic thinker – Able to anticipate and prepare for various outcomes that may or may not occur and eventualities that might unfold while executing a strategic initiative.
- Problem Solver – Can implement processes that reduce or remove obstacles that are preventing the District from accomplishing operational and strategic business goals.
- Effective Communicator – Able to communicate effectively, listen, and share information in a clear and effective manner.
- Functional/Technical Expertise – Is knowledgeable and skilled in a functional specialty; remain current in their area of expertise and serves as a resource in that area for the District.

Working at the District, you can expect a management team that understands and supports the IT role and initiatives.

To check out the FSSD video library visit:  
Video Gallery - FSSD

## POSITION REQUIREMENTS

An equivalent combination of training, education and experience which has provided the required knowledge, skills/abilities and attributes and is able to perform the work. This typically looks like:

### EDUCATION

A Bachelor's Degree from an accredited college or university preferably with major course work in information systems, computer science, or a closely related field.

### EXPERIENCE

Minimum of five (5) years of increasingly responsible experience in system planning and administration, computer operations and technical support for networked systems. Experience selecting, installing, operating, and maintaining major information and telecommunication systems.

### LICENSE, CERTIFICATION, REGISTRATION

- Possession of a valid California Class C driver's license and safe driving record.

## HOW TO APPLY

Please visit the District website [HERE](#) to submit an application, print a fillable PDF, or email your resume, cover letter, and any other relevant information to [careers@fssd.com](mailto:careers@fssd.com).

Recruitment is open until filled. This recruitment is subject to close at any time without notice. Applicants are encouraged to apply as soon as possible. First review of applications will be July 16, 2021.

Questions? Reach out to Kimberly Young at  
[kyoung@fssd.com](mailto:kyoung@fssd.com) or (707) 428-9162

## HOURLY SALARY

\$68.38 - \$85.13

## ANNUAL SALARY

\$142,230.40 - \$177,070.40



## FAIRFIELD-SUISUN SEWER DISTRICT

The District has a purpose, vision, mission, and core values that we strive towards every day our employees show up for work.

### Purpose:

Fairfield-Suisun Sewer District protects public health and the environment for the communities we serve in an efficient, responsible and sustainable manner.

### Vision:

Our vision is to be a recognized leader in our industry.

### Mission:

We achieve our purpose by excelling individually and organizationally.

### Core Values:

As we strive to realize our vision of the future, all our actions and efforts will be guided by a certain set of values. These core values are our pledge to each other and to the community as to how we will conduct business.

- Global Thinking: We strive to consider the broadest consequences of our actions.
- Positive Working Relationships: We value strong working relationships—both internally and externally.
- Proactivity: We are future driven. We anticipate challenges and prepare for them.
- Honesty and Integrity: We practice honesty and integrity in all that we do.
- Creativity: We value innovation, and look for new and unique ways to conduct business.
- Ownership: Each of us is responsible for the District's success.
- Fun: We appreciate the importance of fun in a productive workplace.
- Solution Driven: Finding solutions is just as important as identifying problems. When we see a problem we provide a solution.
- Fiscally Prudent: We take our fiduciary responsibility seriously. Our decision process balances cost and results.
- Quality: We take pride in our work and strive for excellence.

Visit our website at [www.FSSD.com](http://www.FSSD.com)

## BENEFITS

- Eligible the first day of the first month after date of hire, medical coverage is offered through PERS Health Benefits Plan. District's contribution toward health benefits is equal the cost of family coverage for PERS Kaiser HMO plan.
- Dental and vision insurances for the employee and eligible dependents are paid 100% by the District.
- The District participates in CalPERS retirement and contributes to Social Security.
- The District offers deferred compensation plans through a 457 plan and 401(a) plan (for exempt employees). For Exempt employees who participate in the 401(a) plan, the District will contribute 9% with a 6% mandatory employee contribution.
- The District has no specified holidays. Employees may accrue up to 100 hours of holiday time which may be used with supervisor approval.
- Vacation is accrued at 80 hours (3.08 hours/pay period) for the first 3 years.
- Sick leave accrues 96 hours (3.69 hours/pay period) per year. The District participates in a sick leave incentive program and sick leave death benefit.
- The District offers a short-term disability plan and employees are exempt from participating in the State Disability Insurance (SDI).
- The District offers a long-term disability plan.
- The District offers a cell phone allowance of \$30 per pay month.
- Retiree Health Benefits are provided to employees at least 50 years old with a minimum of 5-years CalPERS-credited service with the district and a total of 10 years CalPERS-credited service to be eligible for 50% premium contribution up to 20 years servicecredit to be eligible for 100% premium contribution (based on a years of service percentage contribution table).

To review the benefits for this position, please visit:  
<https://www.fssd.com/working-with-us/>

