

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Director, Facilities Design and Construction	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Director II	FLSA:	Exempt
JOB CLASS CODE:	9900	WORK YEAR:	12 Months
DEPARTMENT:	Facilities Support Services	SALARY:	Range 17 Salary Schedule A
REPORTS TO:	Assigned Supervisor	HR APPROVAL:	6-23-16, 8-26-24
		CABINET APPROVAL:	8-5-24
		BOARD APPROVAL:	9-5-24

professional service agencies used in support of the facilities program. **E**

Meet with Division of State Architect (DSA) as required for plan review and DSA approval; provide input for District construction standards and assist with the development of District specifications. **E**

Oversee the closeout and certification of projects with associated agencies (i.e. DSA, OPSE, CDE, County and Joint Use Partners). **E**

Work with California Department of Education (CDE) staff to obtain approval of District projects. **E**

Coordinate and Collaborate with other staff with regards to the California Environmental Quality Act (CEQA), and environmental compliance for Facilities Planning and Construction (FPC) projects as assigned. **E**

Serve as liaison between District personnel and planning and construction agencies, construction inspectors, architects, contractors and other outside agencies; respond to inquiries, provide information concerning construction activities, and consult government officials to assure compliance with laws and regulations related to financing, planning, and construction of school facilities. **E**

Collaborate with instructional division to assure that the instruction needs of staff and students are met on construction projects. **E**

Coordinate reporting of Bond activity to the Citizens Oversight Committee, School Board, Superintendent, and other applicable District staff. **E**

Direct the activities of staff members who provide administrative support to Citizens Bond Oversight Committee (CBOC) and other statutory bodies. **E**

In coordinating with the Facilities Maintenance Manager, develop and implement the Districts 5-year deferred maintenance plan, coordinates the deferred maintenance construction activities, and schedules the design and constr-11 (e)TdP-2.62 0 Td(po)10.9 (f)-4 (t)-4.6 (v)10.9 (t)-4.6 (s)-2.3 wr

WORKING CONDITIONS:

SAMPLE ENVIRONMENT: