EXEMPT

Caltrans strives to maintain a diverse workforce and be an equal opportunity employer to all regardless of political affiliation, race, religious creed, color, national origin, ancestry, disability, medical condition, marital status, sex, gender, gender identity, gender expression, age or sexual orientation. It is an objective of the State of California to achieve a drug-free state work place. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and this special trust placed in public servants. TDD users contact the California Relay Services TDD line at 1-800-735-2929, voice line at 1-800-735-2922, or the Exams TDD line at (916) 227-7857.

EXEMPT APPOINTMENT

DEPARTMENT: TRANSPORTATION

POSITION TITLE: CHIEF INFORMATION OFFICER (CIO)

SALARY LEVEL: $9,604-$10,698

LOCATION: HEADQUARTERS – SACRAMENTO

BULLETIN RELEASE DATE: APRIL 8, 2015

FINAL FILING DATE: APRIL 29, 2015

DUTIES/RESPONSIBILITIES

Under the general direction of the Chief Deputy Director, the CIO is responsible for the overall management of Caltrans Information Technology Division, which has responsibility for the policy development and application of information technology and systems for all departmental programs. Caltrans Information Technology programs are vital to the success and effectiveness of line operations by maintaining and supporting a complex computer environment consisting of several interconnected mainframe computers, a complex communications network, over 400 information systems, and corporate databases. The incumbent serves as the principal policy advisor regarding information technology issues and makes recommendations on the appropriate use of technology to meet the Department's mission and implement long-range strategic plans.

The CIO provides leadership in the formulation of the Department's Information Technology Policy Management Committee; reviews and evaluates proposals and approves justification for feasibility study reports, certifications and contracts for procurement of hardware, software and services. Manages and directs a professional and interdisciplinary staff statewide in accomplishing the mission to provide technical services to departmental clients and their programs.

Represents Caltrans with various control agencies including the Governor's Office, California Technology Agency, and State Controller's Office. Participate with external entities such as the California Forum on Information Technology (CFIT) and the American Association of State Highway and Transportation Officials (AASHTO) relating to the coordination of information technology. Meets and consults with vendors and providers of hardware, software and services to maintain technical awareness and to identify opportunities for the application of technology.

KNOWLEDGE AND ABILITIES

Must be knowledgeable of the California Department of Transportation's (Caltrans') mission, goals, and programs; laws, rules and policies of the State of California and the federal government. Must have broad administrative abilities to manage a complex operation. Must be able to communicate effectively both in writing and speaking in response to the steady flow of inquiries from interested citizens, legislators, other state agencies, other states, foreign governments, and the Federal government on a wide variety of complex information technology issues affecting the Department. Must be able to perform effectively under rigid time constraints and pressure.

DESIRABLE QUALIFICATIONS

- Knowledge of Caltrans' mission, organization, goals, functions and policies as well as those of Technology Agency.
- Broad and comprehensive knowledge of Caltrans' information technology infrastructure roles and responsibilities.
- Knowledge of and experience in conducting, administering and managing a large Information Technology program with interconnected mainframe computers, complex communication networks, information systems and corporate databases.
- Ability to represent the Department in advance information technology systems matters and serve in a consulting and coordinating capability with other departmental programs statewide.
- Excellent communication skills and the ability to effectively apply logic and creativity in decision making processes and successfully apply motivational and negotiating skills.
- Academic course work at the university level or equivalent training and experience is required in the area of supervision and management principles.

COMPENSATION AND BENEFITS

The State of California benefit package includes:

- Retirement contributions into the California Public Employees' Retirement System (PERS)
- Vacation and sick or annual leave
- Medical, dental and vision insurance
- Life insurance of $50,000 basic plus $50,000 Accidental Death and Dismemberment
- 11 holidays plus two professional development days and one personal day per year
- Voluntary enrollment into a deferred compensation program, Long Term Disability Insurance, Long Term Care Insurance, Group Term Life Insurance, and a Legal Services Plan.

FILING INSTRUCTIONS

The Chief Information Officer serves at the pleasure of the Governor and is an "Exempt" position; therefore all interested applicants must submit the online Governor's appointment application, at: http://gov.ca.gov/m_appointments.php.

All applications go directly to the Governor's office, not the Department of Transportation.

Questions regarding this application process should be directed to: Szandra Keszthelyi at (916) 227-7838.

California Relay Telephone Service for the deaf or hearing impaired from TDD phones: 1-800-735-2929 or from voice phones: 1-800-735-2922.