

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Position Description**

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

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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: