



Office of Mayor Antonio R. Villaraigosa

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**IMMEDIATE JOB OPENING:**  
**MANAGER OF TRANSPORTATION PROJECT DELIVERY**

**Department:** Mayor's Office of Transportation, Project Delivery Team  
**Position:** Manager of Transportation Project Delivery – Exempt Position  
**Deadline:** Please apply by Friday, February 10, 2012

The Mayor's Transportation Project Delivery Team coordinates and expedites City of Los Angeles support of major transit and highway projects, including light rail (Expo Phase 1+2, Crenshaw/LAX, Regional Connector), heavy rail (Westside Subway Extension), busway (Orange Line Extension to Chatsworth), and highway (I-405 Sepulveda Pass Improvements).

Reporting to the Director of Transportation Project Delivery, the Manager will serve as the team's point-person on several major projects, which are currently expected to be the following:

- Crenshaw/LAX ([metro.net/projects/crenshaw\\_corridor/](http://metro.net/projects/crenshaw_corridor/))
- I-405 Sepulveda Pass Improvements ([metro.net/projects/i-405/](http://metro.net/projects/i-405/))

Specific duties of the Manager of Project Delivery include:

- Serve as a central point-of-contact for project managers, contractors, designers and community relations specialists working on major transit projects.
- Convene appropriate staff from City departments to expedite design reviews, ensure high-quality urban design, mitigate construction-related traffic impacts and effectively respond to concerns voiced by community members and other stakeholders.
- Review project schedules and budgets, attend design review meetings and visit construction sites to monitor progress.
- Support the Deputy Mayor for Transportation on other transit-related projects and programs.

**Requirements:**

- Graduation from an accredited four-year university with a major in public policy, urban planning, civil engineering, business or a related field. (Masters Degree preferred.)
- At least 3 years of full-time work experience in a professional environment, preferably in government, construction management or civil engineering.
- Excellent interpersonal skills to develop and maintain cooperative and collegial work relationships.
- Ability to develop creative solutions to problems and build consensus among stakeholders around those solutions.
- Ability to learn new material quickly and interact effectively with technical specialists in a variety of disciplines.

**Start Date and Salary:** Anticipated start date for this position is March 1, 2012. Compensation will be negotiated within the annual salary range Mayoral Aide VI (\$66,000-\$82,000) commensurate with demonstrated skills, academic credentials and work experience.

**Qualified candidates should email a cover letter and resume to:**

Greg Spotts, Director of Transportation Project Delivery  
Office of Mayor Antonio R. Villaraigosa  
[greg.spotts@lacity.org](mailto:greg.spotts@lacity.org)

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