COUNTY OF SAN DIEGO
GENERAL SERVICES

DEPUTY DIRECTOR

PROJECT MANAGEMENT DIVISION

GENERAL SERVICES

Annual Salary: $175,000 to $182,000
Excellent Benefits Package



sandiegocounty.gov

The Position

The County of San Diego, Department of General Services (DGS) invites résumés from qualified candidates for Deputy Director to fill a current vacancy in the Project Management Division. The primary responsibility of this position is the management of the County's Capital and Major Maintenance Programs which includes providing leadership and direction to 4 Chiefs, 21 Project Managers, and 4 Construction Inspectors in the design and construction of the County's 5-year $1.2B Capital/Major Maintenance Programs. The Deputy Director is an executive management classification under the administrative direction of the Director, DGS.



The Deputy Director, Project Management Division is responsible for the design, engineering and architectural, and construction services for all County owned buildings. The incumbent provides clear team expectations, portfolio management, program and project oversight, integrated solutions across divisions within General Services for successful project delivery/lessons learned and professional development/engagement for project managers and peers. The incumbent works in close collaboration with contracting and legal teammates in the development of policies and procedures regarding client service, contracting, and contractor / design professional selection.

The incumbent is expected to interact effectively with contractors, designers, as well as with Government officials, boards, internal client departments, professional industry organizations, community groups, and members of the public. The incumbent is expected to develop key procurement strategies, primarily using Progressive/Design-Build, Construction Manager at Risk, and Job Order Contracting contracting methods. The position ensures that the project team identifies project execution issues and risks, and formulates appropriate solutions while aligning program/project activities with clients and the Department. The incumbent may provide project/media updates, briefings, presentations or outreach to executive leadership, elected officials, industry colleagues or the community in addition to representing the Director at project partnering or milestone events.

The Department

The Department of General Service's mission is to provide cost-effective, high-quality, and timely support services to County clients enabling them to fulfill their mission to the public. The County seeks a candidate that will continue the Department's momentum in reaching strategic objectives. DGS ensures County departments have the necessary workspaces, facility support services, and vehicles to accomplish their business objectives. The Department has approximately 430 employees and is divided into 4 business units, plus an administration unit including human resources, fiscal/budget, and information technology.

- Fleet Management: Vehicle acquisition, maintenance and fueling services for over 4,100 vehicles
- Facilities Operations: Building maintenance, repair, contract support services for County facilities and mail services for departments
- Project Management: Vertical facilities planning, design, construction, and inspection
- Real Estate Services: Acquisition, leasing, management, valuation (appraisal), surveying/mapping, and purchase/sale of County property; property management services for County-owned properties; property administrator of leases from external businesses and other entities
- Energy and Sustainability: Conservation of energy resources while promoting expansion of renewable sources of energy
- For additional information, please review the Department of General Services website

The Ideal Candidate

The ideal candidate will be a decisive leader who upholds the highest ethical standards, ensuring responsible stewardship of procurement activities and successful project delivery. They will foster a culture of belonging, accountability, and excellence that attracts, develops, and retains a high-performing, diverse, and inclusive workforce. Their professional experience will demonstrate the following leadership competencies, attributes, and qualifications:

- Demonstrated executive-level experience leading staff, consultants, and contractors in the delivery of capital improvement, renovation, and construction projects, including design and construction contract administration, stakeholder engagement, and transition planning through occupancy, project closeout, and post-project evaluation.
- Demonstrated ability to effectively engage and communicate with elected and appointed officials, boards and commissions, internal departments, community organizations, special interest groups, and the public on a broad range of departmental initiatives and issues.
- Extensive experience procuring and managing design and construction contracts, including alternative project delivery methods such as Design-Build and Construction Manager at Risk (CMAR), contract negotiations, and resolution of performance issues. Extensive capital program and portfolio management experience, including development of policies, procedures, budgets, schedules, and project delivery standards.
- Demonstrated experience managing multidisciplinary construction projects valued between $5 million and $100 million.
- Proven leadership of multidisciplinary teams through team building, coaching, mentoring, and stakeholder collaboration.
- Commitment to community engagement, customer service, continuous improvement, and operational excellence.
- Ability to foster equity, diversity, inclusion, and belonging in a multicultural environment.
- Strong strategic thinking, consensus-building, and relationship-management skills.
- Demonstrated ability to lead organizational change, drive innovation, and promote a growth mindset.

Minimum Qualifications:

A bachelor's degree from an accredited U.S. college or university, or a certified foreign studies equivalency AND five (5) years of experience that demonstrates the ability to perform the essential functions of the classification.
Experience must include three (3) years of management level experience and at least one (1) year of supervision; OR a combination of education and/or experience as stated above.

Note: A master's or doctoral degree from an accredited U.S. college or university, or a certified foreign studies equivalency, may substitute for up to one (1) year of the required experience.

Compensation & Benefits

The anticipated hiring salary range for this position is $175,000 to $182,000 annually. Placement within this range is dependent upon the qualifications of the successful candidate. Annual salary reviews are performance based and goal oriented.

- 15 days of paid vacation, 12 paid holidays, 2 paid floating holidays, 13 days of paid sick leave, 10 days of executive time off, and a total of 3 days of paid emergency child and/or older adult care leave per year.
- Medical, dental, and vision insurance plans
- Disability Insurance, Life Insurance, and Accidental Death/ Dismemberment Insurance
- Flexible Management Benefit Package – a monthly credit may be used to select benefits from a group of options
- Defined benefit retirement program
- Reciprocity with other governmental retirement systems may be granted; for further information, visit the website of the San Diego County Employees Retirement Association
- Deferred Compensation Program 457 and 401(a) plans
- May be eligible for relocation allowance up to $20,000



How To Apply

Application Process and Recruitment Schedule

1. Complete the online application at www.sandiegocounty.gov/hr
2. Select the current job posting link: 26229010U
3. Attach your resume at the Attachment step of the application
4. Attach a copy of your degree, transcripts, or certified foreign equivalency

Interested candidates are encouraged to apply as soon as possible for consideration.

Key Dates:

- Interviews: Week of January 4, 2027
- Anticipated Offer Date: Month of January 2027

Special Notes

The Department of Human Resources removes personally identifiable information from all recruitments. This practice, called Blind Applicant Screening, hides a candidate's personal information that could influence or bias a hiring decision. Personal information includes name, phone number, address, gender, age and race. This process helps contribute to a fair and equitable selection process leading to a more diverse and inclusive workforce. The most highly qualified candidates, based on the evaluation results, will be referred for an interview. Be sure to include your experience in meeting the minimum requirements in both the Work Experience section and the Supplemental Questionnaire section of the Application.

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Contact Information

You may direct any questions regarding the application and selection process to Jeremy Guerrero, Sr. HR Analyst, at: Jeremy.Guerrero@sdcounty.ca.gov

Questions regarding the position or department should be directed to Leanne Hughes, Senior Departmental Human Resources Officer, at: Leanne.Hughes@sdcounty.ca.gov

COUNTY OF SAN DIEGO
DIVERSITY & INCLUSION

The County of San Diego is committed to valuing diversity and practicing inclusion because our diverse workforce is our greatest asset, and our customers are our number one priority.



The County of San Diego and its employees embrace the vision of a just, sustainable, and resilient future for all. Our values include: integrity, equity, access, belonging, excellence, and sustainability. Each of these values is infused throughout our operations. The County also embraces a mission of strengthening our communities with innovative, inclusive, and data driven services through a skilled and supported workforce. Read more about the Strategic Plan for more information..