

The City of
MADERA



JOIN OUR TEAM!

Are you...

A self-starter who likes to keep busy with a variety of assignments?

Interested in municipal government and public service?

Detailed oriented and well organized?

A team player who wants to contribute to the community?

NOW RECRUITING FOR:

Neighborhood Preservation Supervisor

Apply by 3pm, Friday, 4/17/20

\$2,229.50-\$2,845.30/Bi-Weekly

PRIMARY RESPONSIBILITIES

The **Neighborhood Preservation Supervisor** performs a variety of supervisory, administrative and technical work in activities in code enforcement and neighborhood preservation programs; develops and implements department policies, programs and procedures; ensures safe work practices, work quality and accuracy; reads and interprets complex codes, laws, and ordinances; performs other related duties as required.

QUALIFICATIONS

Experience/Education: 5 years increasingly responsible work in municipal code compliance or neighborhood revitalization activities and a High School Diploma or equivalent; OR 2 years increasingly responsible experience in municipal code compliance or neighborhood revitalization activities and a Bachelor's degree from an accredited college or university with a major in planning, urban studies, political science, police sciences, public administration, or a closely related field.

Licenses: Valid Class C California Drivers License. Completion of PC 832 Laws of arrest course. Certified Basic and Advanced Code Enforcement Certificates from the Sacramento Training Center. Completion of some coursework in mediation, arbitration and administrative law.

EXAMINATION PROCESS

Only those applicants who meet the qualification standards of this position by the application filing deadline will be allowed to participate in the examination process. Examination scores determine standing on Civil Service eligibility lists. The City Manager, upon recommendation of the department head, will make the final selection and appointment from the established eligibility list.

The examination process may consist of the following parts: Application Package Review: Qualifying Only; Oral Exam: 100% Weight Value. Candidates must earn a score of 70% or higher to be considered for the eligibility list.

Applicants who require special examination accommodations due to a disability should contact the Human Resources Department five (5) business days prior to any scheduled examination at (559) 661-5401.

Applicants may be eligible for Veteran's Preference Points (5 points) and should attach a DD214 to their employment application for consideration of this preference.

learn more



madera.gov/apply

COMPENSATION & BENEFITS



LIFE INSURANCE

The City provides a \$25,000 life and accidental death and dismemberment policy along with \$5,000 dependent life. The employee may purchase additional supplemental life insurance for him/herself, spouse and/or dependents.

LONG TERM DISABILITY

This city paid benefit provides up to 2/3-income protection.

BILINGUAL INCENTIVE

English/Spanish for qualifying individuals and positions after passing annual bilingual test.

DEFERRED COMPENSATION

The City offers a paid/vested contribution of 4.2% of base pay to one of two 457 plans offered to the employee. In addition, the employee may also contribute, though not required.

EDUCATION INCENTIVE

- 5% of base pay for a job-related Master's Degree
- 7% of base pay for a job-related Doctorate Degree

EDUCATION REIMBURSEMENT

Up to \$2400/fiscal year for college coursework with prior approval from your Department Head.



SALARY

Compensation and benefits for the Neighborhood Preservation Supervisor position are defined in the Memorandum of Understanding between the City and the Mid Management Bargaining Unit, as well as the City's Personnel Rules. The Neighborhood Preservation Supervisor is assigned to Range 380 of the City of Madera Salary Schedule. City employees are paid every 2 weeks, or 26 times per year. The bi-weekly steps within this range are as follows.

Step A	\$2,229.50
Step B	\$2,340.87
Step C	\$2,457.74
Step D	\$2,581.10
Step E	\$2,709.96
Step F	\$2,845.30

RETIREMENT

The City participates in the CalPERS defined benefit retirement system. Retirement formulas and contributions are as follows. The terms "Classic Member" and "New Member" are as defined by CalPERS.

Classic Members employed with the City prior to 10/20/2012

- 2.5% at 55 formula, single highest year final compensation
- Employee Contribution paid by the employee pre-tax: 2.375%

Classic Members employed with the City on or after 10/20/2012

- 2% at 60 formula, average three year final compensation
- Employee Contribution paid by the employee pre-tax: 2.375%

New Members employed with the City on or after 1/1/2013

- 2% at 62 formula, average three year final compensation
- Employee Contribution paid by the employee pre-tax: 6.25%

HEALTH INSURANCE

The City contributes a monthly amount for the employee to use to purchase health, dental and vision coverage. For medical coverage, the City contracts with Blue Shield. Dental insurance is through Ameritas and vision coverage is through Superior.

EMPLOYEE ASSISTANCE PROGRAM

The City of Madera offers an employee assistance program or employees and dependents that provides counseling and other services for dealing with life's challenges at no cost to the employee.

PAID LEAVE

The City of Madera offers a generous paid leave program, including paid holidays, sick leave, vacation, and administrative leave.

GENERAL INFORMATION

Applications may be obtained from the City's website www.madera.gov/ apply or by calling the City's Human Resources Department at (559)661-5401. Applications must be submitted to the City's Human Resources Department prior to the application deadline. Appointment will be contingent upon an extensive background check, pre-employment physical and drug screen.