



SANTA CLARA VALLEY WATER DISTRICT
invites applications for the position of:
**EMERGENCY AND
SECURITY MANAGER**

An Equal Opportunity Employer

SALARY: \$10,713.73 - \$13,682.93 Monthly

OPENING DATE: 04/18/17

CLOSING DATE: 05/19/17 11:59 PM

DESCRIPTION:

Do you have extensive experience in emergency management operations from preparedness through activation of an Emergency Operations Center? Are you well versed in threat assessment, collaboration with other public agencies, and a strong leader in times of crisis?

Unit: Security and Emergency Services

Division: Watersheds

Overview:

Help protect our valuable water resources!

We are looking for an Emergency and Security Manager that has the expertise to train the District's staff and develop internal procedures to ensure the safety of our water resources, the community and our employees. This position will manage a wide range of critical infrastructure and incidents, including responses to natural disasters such as earthquakes and floods; oversee and participate in emergency center management; cultivate ongoing relationships with public safety agencies; and manage strategic threat assessment.

Ideal candidate's background includes:

- Demonstrated experience with managing security, disaster, and other emergency programs in water supply and/or wastewater systems with a public agency.
- Experience in disaster damage assessment, intelligence processing and situational analysis methods, risk assessment methodologies, and applications.
- Five years of experience in developing, implementing, and evaluating a comprehensive security and/or emergency preparedness plan, three years of which must have included responsibility for exercising lead direction, on an ongoing or project basis.
- Knowledge of applicable laws and regulations governing emergency and security services, and standard investigative techniques.
- Experienced and skilled in the techniques of supervision, leadership, motivation, teambuilding, and conflict resolution.

TYPICAL QUALIFICATIONS:

To review the Job Description, please click [here](http://agency.governmentjobs.com/scvwd/job_bulletin.cfm?JobID=1719690)

SELECTION PROCESS:

The selection process will include the employment application, supplemental questions, and interview process. Resumes are recommended.

Special Requirement:

Must be able to work during emergency situations during non-standard working hours and be subject to on-call duty during those times.

Must possess a valid California Driver's License and maintain a satisfactory driving record.

Individuals who do not meet the driver's license requirement due to a disability will be considered for a reasonable accommodation on a case-by-case basis.

Additional Information:

The District's Equal Opportunity Non-Discrimination Policy is available for review upon request.

The Santa Clara Valley Water District will make reasonable efforts in the examination process to accommodate persons with disabilities. Please advise Human Resources in advance of any special needs by calling 1-408-630-2260.

Please be aware that once submitted all application materials become the property of the District and will not be returned. Human Resources staff is not authorized to make copies of application materials for applicants.

APPLY ONLINE AT:
<http://www.valleywater.org>

Job #00668-E
EMERGENCY AND SECURITY MANAGER
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OUR OFFICES ARE LOCATED AT:
5750 Almaden Expressway
San Jose, CA 95118
1-408-265-2600
1-408-630-2260
recruit@valleywater.org

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EMERGENCY AND SECURITY MANAGER Supplemental Questionnaire

- * 1. I acknowledge that I have entered my Work Experience and Education on the employment application and I am aware these are required fields. If they are not completed, the application is considered incomplete and I will be disqualified as an applicant for the position.
☐ Yes ☐ No

- * 2. Please answer the supplemental questions thoroughly, clearly and concisely as the responses provided (along with the entire application package) will be carefully reviewed to determine which candidates will move forward in the recruitment process. I have read this information and am aware of the importance of responses to the supplemental questions.
☐ Yes ☐ No

- * 3. Please check the box that best demonstrates your work experience in planning, development, coordination, implementation, evaluation, and maintenance of a comprehensive emergency preparedness and/or a comprehensive security plan, or a major component of either such

plans.

- ☐ None to less than 5 years
- ☐ 5 years and above

- * 4. Please check the box that best demonstrates your direct supervisor experience.
 - ☐ None to less than 2 years
 - ☐ 2 years and above
- * 5. Describe your experience in planning, implementing, and coordinating a comprehensive emergency preparedness program supporting the following core missions: Water Supply / Water Utility / Flood Management.
- * 6. Describe your experience in Emergency Event EOC Activations: what NIMS/SEMS position assignments have you held during these events?
- * 7. Describe your participation and provide detailed examples of your leadership in Emergency Management / Security Services in a Professional Organizations.
- * 8. There are several types of emergency proclamations that can be instituted by local, state, and federal agencies. Please identify these proclamations and discuss actions which will be allowed once these proclamations are in place.
- * 9. You have been monitoring a storm and have been notified that overtopping is imminent in the San Francisquito Creek within the next three hours. Describe the actions you would take as the District Emergency and Security Manager within the next 24 hours.
- * Required Question