



# TRANSPORTATION MANAGER







## THE COMMUNITY

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Nestled at the heart of Silicon Valley, just 45 miles south of San Francisco, the City of Santa Clara is a vibrant, historic community with a population of approximately 132,048. With its rich 170-year history, Santa Clara blends a small-town charm with the dynamic energy of one of the world's most innovative regions.

Santa Clara is home to Santa Clara University, California's oldest institution of higher learning, and the state's eighth mission. Named one of America's 10 safest cities, Santa Clara also stands out as one of the most livable cities in the U.S. — offering an unmatched quality of life that supports both individual and business success. Whether you're looking for a thriving career or a peaceful neighborhood, Santa Clara offers the best of both worlds.

### ***A Hub for Innovation and Opportunity***

Often called the "Data Center Capital of the West," Santa Clara boasts more than 50 state-of-the-art data centers and over 350 megawatts of multi-tenant commissioned power. The city is home to some of the world's largest and most influential tech giants, including Intel, NVIDIA, Applied Materials, and Agilent Technologies.

### ***World-Class Entertainment and Recreation***

Santa Clara isn't just about work—it's also about playing. Home to Levi's Stadium, the iconic venue for the San Francisco 49ers, the city has hosted over 150 major events, including concerts, international sports competitions, and entertainment spectacles. In addition, Santa Clara's Convention Center, bustling

shopping districts, exceptional dining options, medical facilities, and vibrant community centers offer something for everyone. For those who enjoy outdoor recreation, the city enjoys more than 300 days of sunshine each year. Tree-lined streets and welcoming neighborhoods offer an idyllic setting for families, with a rich array of cultural and recreational activities awaiting. Whether it's attending a live theater production or catching a concert in the summer, there's always something happening.

### ***A Thriving Community to Call Home***

Award-winning schools, low crime rates, and a welcoming atmosphere make Santa Clara one of the most desirable places to live and work in California. The city's perfect balance of vibrant industry, educational excellence, and family-friendly amenities creates a community where people can thrive both personally and professionally. Discover why Santa Clara is the place to be. Visit [SantaClaraCA.gov](https://www.santacruz.ca.gov) for more information.

## CITY GOVERNMENT

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Santa Clara is a Charter City committed to fostering a vibrant and thriving community. Our mission is to deliver a high quality of life through resourceful, efficient, progressive, and professional leadership that serves the needs of both residents and businesses. Operating under a Council-Manager form of government, Santa Clara is dedicated to providing innovative solutions and ensuring the city remains at the forefront of progress.

City Council is composed of an elected Mayor, serving at large, and six Council Members elected by district, all of whom serve four-year terms. The City Charter limits the Mayor and Council Members to two consecutive terms. Additionally, the Police Chief and City Clerk are both elected positions, ensuring direct accountability to the community.

Santa Clara's dedicated team includes approximately 1,198 full-time employees, working together to deliver exceptional public services. With a 2025-2026 fiscal year budget of \$1.97 billion, the city is poised to invest in both current and future needs, enhancing the quality of life for all who live, work, and play here.

## THE PUBLIC WORKS DEPARTMENT

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The City's Department of Public Works (DPW) plays a vital role in shaping a safe, well-maintained, and thriving community. DPW is responsible for constructing, maintaining, and improving the City's essential infrastructure while delivering high-quality, cost-effective, and timely services to residents, businesses, and visitors.

From engineering and construction management to street maintenance, traffic systems, and environmental programs, DPW oversees a broad and impactful portfolio. The Department manages the design and delivery of public infrastructure projects; maintains City streets, storm systems, bridges, traffic signals, sidewalks, City trees, landscaping, and building facilities; and leads stormwater pollution prevention efforts. DPW also partners closely with the Water and Sewer Utilities Department on the engineering elements of the sanitary sewer system, and the maintenance of storm drain pipelines, pump stations, and trash racks. It also manages the City's solid and mixed waste contracts and oversees the City's fleet.

The Department works with many regional partners, including Valley Water, FEMA, Caltrans, VTA, the County of Santa Clara, and neighboring cities, to coordinate major initiatives and ensure seamless public services. The team provides engineering services during the City's land use permitting processes, issues encroachment permits, and services the general public at the City's permit center. Finally, the Department conducts traffic studies, investigates traffic complaints/concerns, administers bicycle, pedestrian, and traffic safety programs, and supports major events at Levi's Stadium.

The Public Works Department is supported by 123.5 full-time employees and has an annual operating budget of \$98.2 million for Fiscal Year 2025-26.

## THE POSITION

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The Transportation Manager reports to the Assistant Director of Public Works/City Engineer and leads a

team of seven professionals in the Traffic Engineering Division, which is dedicated to advancing safe, efficient, and innovative transportation solutions in Santa Clara. The position manages comprehensive city-wide programs involving long-range transportation planning and immediate traffic operational needs, directs major transportation projects, and represents Santa Clara in regional transportation initiatives including the VTA's BART Extension project. The Transportation Manager ensures the efficient movement of pedestrian, bicycle, transit, and vehicular traffic in Santa Clara.

Partnering with the Director and Assistant Director of Public Works, the Transportation Manager helps set strategic goals and priorities and shares essential updates. Critical for success is the ability to build strong working relationships across agencies and departments. From coordinating with Caltrans, County of Santa Clara, and VTA to collaborating with colleagues in Planning, Police, and Fire, the Transportation Manager ensures that Santa Clara's transportation planning and traffic operations are coordinated across the region.

Other responsibilities of the Transportation Manager include:

- Directing studies of traffic flow, traffic volume, road capacity, and circulation patterns
- Reviewing developments, meeting with developers, and directing the appropriate study of development-related traffic impacts
- Reviewing and providing professional comments on traffic/transportation reports
- Developing scopes of work and soliciting proposals for professional consultants regarding traffic and transportation issues
- Working with the Traffic Engineering team to find, write, and administer grants to support the City's transportation goals
- Preparing and completing comprehensive reports and making presentations on traffic and transportation issues to elected and appointed officials, including the Bicycle and Pedestrian Advisory Committee (BPAC)
- Investigating traffic related complaints/issues, promptly

responding and following through with individuals involved

## THE IDEAL CANDIDATE

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Santa Clara seeks a seasoned, forward-thinking professional with experience in both traffic engineering and transportation planning, and who is skilled at balancing and linking these areas. The Transportation Manager will bring expertise and vision for accommodating traffic, bicycles, and pedestrians throughout the City in the future. The ideal candidate will be attuned to regional activities and developments that affect Santa Clara and will foster strong partnerships with staff at agencies such as Caltrain, High-Speed Rail, BART, and VTA.

The successful candidate will have experience developing master and specific plans and establishing and managing budgets with a variety of funds. The chosen manager will use their strong communication and interpersonal skills to prepare clear, well-written reports and will present complex technical information in a confident, understandable manner that enables City leaders and officials to make well-informed decisions. Exceptional project management and organizational skills will ensure projects stay on track and within scope.

The selected individual will be an engaged, supportive manager who provides clear direction, mentors staff and takes an interest in their professional and personal development. Joining a team with strong existing camaraderie, the new Transportation Manager will continue building a productive, accountable, and collaborative environment. They will delegate with intention, maintaining focus on their core responsibilities while empowering employees to deliver results. This hands-on leader and team-player will be comfortable managing a division and encouraging teamwork within the division, department, across the City, and with counterparts in other jurisdictions.

### Key Attributes and Characteristics

- Sound judgement and political acumen
- Strong leadership competencies and ability to foster a positive, inclusive work environment
- Excellent written and spoken communication skills

- Ability to understand and execute highly complex technical tasks
- Strategic thinking to anticipate challenges, identify opportunities, and develop practical solutions to complex issues
- Respond effectively to difficult and sensitive issues by using discretion and sound, independent judgment

### Key Priorities and Opportunities:

- Contribute to the success of major stadium events, including 49er games, concerts in addition to Super Bowl 60 and upcoming World Cup matches at Levi's Stadium, with well-thought-out and executed transportation plans.
- Join efforts underway to develop and gain approval of a Vision Zero Action Plan and then establish a move-forward plan related to staffing, funding, and education, and work with other agencies.
- Quickly learn and become familiar with the Division's budget, workload, and key initiatives such as (1) the ongoing Traffic Impact Fee update project and (2) development of a Council policy related to implementing bicycle projects.
- Collaborate with the Assistant Director to propose initiatives for the division and develop a first-year plan.
- Become familiar with the City, Department, and Division, including their presentation style and expectations, and begin establishing credibility with the City Council, BPAC, and colleagues.

The position requires four years of increasingly responsible experience in traffic engineering office and field work, at least two years as an engineer in management capacity, along with education and experience equivalent to graduation from college with a Bachelor's in Civil Engineering. License as a registered Professional Engineer or Traffic Engineer from the State of California is required at time of application. A Master's degree in Transportation Engineering is desirable.

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## COMPENSATION & BENEFITS

The salary range for this position is \$209,624.76 - \$271,287.24; placement within the range is DOQE. Salary is supplemented by a competitive benefits package, including:

**Alternate Work Schedule:** Either a 9/80 schedule with alternating Fridays off or a work-from-home schedule with up to 2 days a week remote is available after 6 months of employment, subject to department approval.

**Retirement:** CalPERS Classic members: 2.7% at 55 with an 8% gross pay employee contribution; CalPERS new (PEPRA) members: 2% at 62 with a 7% gross pay employee contribution.

**Social Security/Medicare (FICA):** Employee and City contribute toward Social Security (6.2% up to annual limit) and Medicare (1.45%).

**Health Insurance:** Choice of medical plans offered by CalPERS. City contribution of up to \$2,735.14 per month based on selected plan and enrollment level. Those who opt out of health insurance may be eligible for monthly cash-in-lieu.

**Retiree Medical Reimbursement:** For employees with at least 10 years of service who retire with the city, the city reimburses up to \$425 per month for retirees under 65 and up to \$254 per month for retirees over age 65.

**VEBA:** City contributes \$50 per month towards employee VEBA Account.

**Paid Family Leave (PFL - administered by EDD):** Up to 8 weeks of benefits within a 12-month period.

**Dental and Vision Insurance:** City pays for the employee-only, lowest-cost plan. Employees pay additional premiums above the employer contribution toward dental and vision insurance.

**Flexible Spending Account:** IRS Section 125 Plan, employee may contribute up to \$3,400 per year to a health care spending account; \$7,500 per year to a dependent care spending account, and \$340 per month to a commuter benefit plan in pre-tax dollars.

**Employee Assistance Program:** City-provided.

**Vacation:** Vacation accrual of 10 days per year for the first 4 years, with accrual increase over time. Maximum accrual is 480 hours.

**Vacation Cash-Out:** Up to 80 hours of accrued vacation once per year, to be paid in up to two cash-outs the following calendar year.

**Sick Leave:** 96 hours per year with no accrual limit.

**Management Leave:** 120 hours per calendar year (prorated in the first year based on hire date), with a maximum accrual of 180 hours.

**Holidays:** City observes thirteen paid holidays annually and four additional paid holidays between December 25th and January 1st.

**Life Insurance:** City pays the premium for \$50,000 of Basic Life Insurance coverage. Additional insurance may be purchased by the employee.

**Deferred Compensation:** City offers an optional 457(b) Plan. The city will contribute \$300/month to the employee's deferred compensation account.

**Cell Phone/Smart Phone Stipend:** A city-issued cell phone or an allowance of \$80 per month.

**Tuition Reimbursement:** City will reimburse eligible tuition expenses up to \$2,000 per fiscal year.

Details on employee benefits are found on the City's benefits [website](#).

## APPLICATION & SELECTION PROCESS

The closing date for this recruitment is **midnight, Sunday, February 22, 2026**. To be considered for this opportunity, upload a compelling cover letter, resume, and list of six professional references using the "Apply Now" feature at [www.tbcrecruiting.com](http://www.tbcrecruiting.com). This is a confidential process and will be handled accordingly at all stages.

**TB&co.**

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[www.tbcrecruiting.com](http://www.tbcrecruiting.com)

Following the closing date, resumes will be screened against the criteria in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by the recruiters. A smaller group of candidates will likely be invited to participate in additional interviews and selection activities shortly thereafter. The city anticipates making an appointment in a timely manner after completing background and reference checks. Please note that references will not be contacted until the end of the process, and at that time, they will be contacted in close coordination with the selected candidate.

