

CITY OF FRESNO EMPLOYMENT OPPORTUNITY

HISTORIC PRESERVATION PROJECT MANAGER

SALARY: \$5,631 - \$6,823 per month

FILING DEADLINE: April 4, 2017

With a population of 520,000, Fresno is the 5th largest city in California and 34th most populous in the United States. Its beautiful location in the agricultural heartland of the state and at the base of the Sierra Nevada mountain range makes it an ideal location for those who enjoy great food and outdoor recreation. An historic Downtown, walkable pre-war neighborhoods, and manicured contemporary neighborhoods offer living arrangements for every taste.



Fresno was founded by the Central Pacific Railroad Company in 1872, and Leland J. Stanford, a Director for the Railroad, is credited with selecting the site of the city. Fresno became the county seat in 1874 and was incorporated in 1885. By 1890 the population was over 10,000 and ornate Victorian commercial buildings lined Mariposa Street. The first streetcars were introduced in 1892 and streetcar suburbs soon followed. By the 1920s the streetcar system had 50 miles of track and Downtown core featured soaring neoclassical high-rises and sidewalks packed with pedestrians.

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In recent years Fresno has been a leader in urban planning in California, instituting an infill-oriented General Plan, innovative form-based codes, streetscape improvements, 19 miles of Bus Rapid



Transit service, and an effective Downtown revitalization strategy.

The Historic Preservation Project Manager will be responsible for reviewing development applications for compatibility with historic resources, identifying and assessing potentially historic structures for inclusion in the Local Register of Historic Places, staffing the Historic Preservation Commission, administering Fresno's new Mills Act program, promoting preservation to the public, and related tasks.



TO QUALIFY, an applicant must have:

Graduation from an accredited college or university with a Bachelor's Degree with specialization in historic preservation, architecture, architectural history, or a related field;

AND

Two years of experience in one or more of the following areas: governmental planning, redevelopment, economic development, air emission, air regulation, historic preservation, construction management, inspection, permits/plan check, engineering, or a related field. Additional qualifying experience may be substituted for the required education on a year-for-year basis.

Possession of a valid California Driver's License may be required at time of appointment. The Housing Services assignment may require meeting the minimum professional qualifications pursuant to 36 California Federal Regulations 61.



Applicants for the Historic Preservation Project Manager position must also meet the Secretary of the Interior's Professional Qualifications Standards, which are available online at: https://www.nps.gov/history/local-law/arch_stnds_9.htm

These are entrance requirements to the competitive examination and do not assure a place on the eligible list. Applicants must meet the minimum qualifications on or before the posted filing deadline in order to qualify.

SPECIAL REQUIREMENTS

Eligibles certified for consideration will be required to successfully pass a department interview, an extensive background investigation and Department of Justice fingerprinting process prior to employment with the City of Fresno.

THE SELECTION PROCESS

The selection process may consist of the following:

APPLICATION REVIEW - Qualifying Only: Applications submitted will be reviewed and a limited number of the most qualified candidates may be invited for a panel interview. The selection will be based upon those applications and resumes which demonstrate the greatest breadth and depth of applicable education, experience, skills and training. Therefore, applicants are urged to submit sufficiently detailed information in their application materials for a proper evaluation.

NOTE FOR REQUIRED ACTION: Upon final review of applications, only the most qualified will receive a request for Exam Reservation. Those who do not respond to the request by the set cutoff date will not be scheduled for the Oral Examination. Subsequently, the next most qualified applicant will be invited for the Oral Examination. Therefore, it is your responsibility to ensure you are checking your email frequently so that you can receive and respond timely.

ORAL EXAMINATION - 100%: A panel of subject matter experts will conduct a job-related panel interview to evaluate each candidate's training, experience and personal traits for the position. This examination may consist of separate panels to evaluate for attributes necessary for specific assignments. Dependent upon area(s) of interest and qualification, candidates may participate in several panels. Candidates must achieve a passing score to qualify for the eligible list.

VETERAN PREFERENCE

Qualified veterans who pass the examination may obtain five (5) additional points. Candidates applying for veteran's preference are required to submit a copy of their DD214 with their application during the specified filing period. Evidence must be presented to indicate that

the candidate was discharged honorably from the military service. Veterans, including City employees, must resubmit proof of honorable service for every examination for which veteran's preference credit is requested.

EOE

We welcome applicants of any race, gender, religion, ancestry or disability. For more information please refer to our Career Opportunities web page on the City of Fresno web site.

Should you need a special accommodation due to a qualifying disability, please contact the City of Fresno Personnel Department prior to the date of the applicable examination.

Immediate and future vacancies will be filled from this eligible list for a period of six (6) months from the date the eligible list is created.

HOW TO APPLY

Applicants must complete an on-line application. Please visit www.fresno.gov/jobs to apply. **Select the "Project Manager" position.** For information on how to complete an on-line application, please view "Instruction Guide" on the City's website, Personnel Services Career Opportunities page, or call (559) 621-6950 for assistance. Resumes will not be accepted in lieu of a completed employment application.

Please check that your email account is set up to accept emails from the City of Fresno. Dependent upon settings, notices from the City of Fresno may be directed to the "junk mail" or "spam" folders.

For any questions about the application process, please contact Bill Merryman, Sr. HR/Risk Analyst 559-621-6958.

