



## NEVADA DEPARTMENT OF TRANSPORTATION

### UNCLASSIFIED JOB ANNOUNCEMENT

#### NDOT Deputy Director

August, 2023

#### **RECRUITMENT OPEN TO:**

The Nevada Department of Transportation (NDOT) is seeking an energetic and highly motivated individual to serve as a Deputy Director of Administration, Planning and Performance. This is an open competitive recruitment, open to all qualified applicants. Résumés will be accepted until the position is filled. All résumés will be accepted on a first come, first served basis. Hiring may occur at any time during the recruitment process. This position is appointed by and serves at the will of the Director of the Department of Transportation.

#### **AGENCY RESPONSIBILITIES:**

NDOT is a dynamic agency responsible for maintaining 5,378 centerline miles (13,774 lane miles) of roads and 1,242 bridges. This statewide network, although representative of only 14% of the roads in Nevada, supports 51% of all automobile traffic and 72% of all heavy truck traffic travel. Three districts oversee operations and maintenance activities within their local areas and our headquarters, located in Carson City, supports operations across the state. Per state statute, NDOT is overseen by a seven-member Board of Directors, with the Governor acting as Chair.

Our mission to provide, operate and preserve a transportation system that enhances safety, quality of life and economic development through innovation, environmental stewardship and a dedicated workforce governs our decisions as we strive to be a leader and partner in delivering effective transportation solutions for a safe a connected Nevada.

#### **SALARY AND BENEFITS:**

Annual compensation for this position is up to \$159,059 on the employer/employee paid retirement along with a benefits package that includes health, dental and vision insurance, Public Employees Retirement Plan, three weeks paid vacation, three weeks sick leave, and twelve paid holidays.

#### **POSITION DESCRIPTION:**

The Deputy Director of Administration, Planning and Performance is vital to the success of NDOT's mission and the day-to-day operations of the Department by providing critical oversight to multiple divisions including administration, planning, communications, human resources, and flight operations.

This position functions from our headquarters office in Carson City, working closely with the Director and the other Deputies and Assistant Directors to provide leadership and support to the Department. Responsibilities encompass maintaining close coordination with Assistant Directors within the Department and their teams to ensure activities are coordinated to achieve the goals and operations of Departmental areas; representing the Department with other entities to include the Metropolitan Planning Organizations and staffs, state and federal agencies and the Engineering and Transportation Research Centers of the Nevada University System; reviewing

literature and maintaining awareness of national trends relating to transportation issues; and coordinating the activities of the Department to ensure NDOT goals are achieved.

**Qualifications:**

Applicants must have a Master's degree in Public or Business Administration; OR hold the degree of Bachelor of Science in Civil, Structural, Mechanical or Industrial Engineering; OR be a Licensed Professional Engineer AND must have at least 2 years of administrative experience as an Assistant Director, the Chief Engineer, or the Division Head of the Engineering or Planning Division of the Department; OR 15 years of progressively responsible experience in engineering or project management per NRS 408.178.

**TO APPLY:**

Please submit a cover letter and detailed resume that includes a description of employment history to include name and addresses of employers, scope of responsibility, how you heard about the position, and professional references to:

Allison Wall, HR Manager, Nevada Department of Transportation [awall@dot.nv.gov](mailto:awall@dot.nv.gov).  
1263 S. Stewart Street, Carson City, Nevada 89712

A criminal history check is required as a condition of employment. Open until recruitment needs are satisfied.

**NDOT IS AN EQUAL OPPORTUNITY EMPLOYER.**