

Automated Regional Justice Information System (ARJIS)

The ARJIS Division develops and maintains a complex, multi-agency information network that allows real-time law enforcement applications and data to be shared among 80 local, state, and federal criminal justice agencies. Averaging 50,000 transactions daily, ARJIS is used by more than 4,800 officers and investigators for tactical analysis, statistical information, crime analysis, and investigative purposes. Providing real-time shared access to information increases collaboration among law enforcement jurisdictions, improves the overall effectiveness of the regional criminal justice system, and helps to address and anticipate public safety issues to improve the quality of life for residents of the San Diego region.

The Business and Operations Manager provides strategic business management and leadership for multiple projects and programs including the operation of the ARJIS Enterprise System. This role manages a broad range of complex administrative functions such as budget preparation and administration, fiscal and business planning, revenue collection, contracts and grants administration, and project management in support of public safety initiatives. This position also collaborates with stakeholders and member agencies, and manages various resources and services to meet customer needs and expectations.

The minimum education, training, and experience qualifications include a bachelor's degree with major course work in business management, public administration, information systems, finance, or a related field and a minimum of seven years of progressive career development in business operations, management and administration of complex projects, preferably in a public safety or operational environment, including two years of supervisory experience. A Master's degree is desirable.

SANDAG rewards the efforts of its employees with a comprehensive compensation package. Competitive salaries are supplemented with a flexible offering of health, financial security, and time-off benefits to meet the work and life needs of employees and their families.

How to Apply

A complete job announcement can be seen under the Job Openings tab on the SANDAG website at www.sandag.org/jobs. We encourage all interested candidates to apply for this position by completing a SANDAG employment application form. Resumes, cover letters, and work samples may be submitted in addition to the employment application but are not a substitute for this document.

The employment application can be downloaded in PDF format from the SANDAG website at www.sandag.org/jobs. Alternatively, a copy can be requested by calling (619) 699-1900 or emailing hr@sandag.org.

Application Supplement

To help us further evaluate the skills and experience of individuals interested in this position, applicants are asked to respond to the Supplemental Questions below. The information can be up to 500 words per question and should be submitted with the Employment Application. This is considered a required component of the application; applications received without a response will be screened out of the selection process.

Supplemental Questions

- 1. Describe a project you managed that had contract, funding, cost, and/or scheduling difficulty. What steps did you take to address those problems?***

- 2. Describe your approach to leadership; provide an example of a recent leadership success.***

SANDAG is an Equal Opportunity Employer and offers competitive salaries and benefits.

This position is open until filled. The first review of applications will begin on Friday, April 13, 2018.