



## CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- **Job Title:** Staff Services Manager II (Supervisory)
- **Working Title:** Section Chief
- **Salary:** \$7,028.00- \$8,732.00 per month
- **Final Filing Date:** 08/01/21
- **Work Type/Schedule:** Permanent, Full time
- **Location:** Sacramento County

### **Job Description:**

Under the general direction of the Assistant Deputy Director, the Staff Services Manager II is responsible for the management, regulation development and enforcement of the Department's State Housing Law Program activities associated with middle management positions. Responsible for the full range of regulatory and code adoption activities on behalf of the Division. The incumbent acts as a contact point between the Codes and Standards Division and other Divisions, Branches, and Programs within the Department, and external parties to address administrative coordination of projects and related work issues that are generally more complex or sensitive in nature.

### **Desirable Qualifications:**

- Excellent verbal and written communication skills
- Ability to lead a team on various projects
- Leadership experience
- Experience with interpreting and applying various rules, laws and regulations
- Project management experience
- Budget experience
- Management experience

Please click [HERE](#) to apply.