



Bay Area Rapid Transit

*Invites applications for*



# Inspector General

Office of the Inspector General

Post Date: December 10, 2018

Close Date: Open Until Filled

[www.bart.gov/jobs](http://www.bart.gov/jobs)

**An Equal Opportunity Employer** - BART is an equal opportunity employer. Women, minorities, and persons with disabilities are encouraged to apply.



## BENEFITS

BART offers one of the most comprehensive compensation and benefits programs you will find anywhere. We pay at rates that are strongly competitive in the labor market, and complement our pay program with an outstanding benefits package. Benefits include :

### ■ Retirement Programs

BART's pension plan is through the California Public Employees' Retirement System (CalPERS), and provides for a 2% @ 62 formula for new employees who are also new to public retirement systems. Newly hired employees who are members of CalPERS or a reciprocal retirement system will receive the "classic" retirement formula of 2% @55.

Deferred Compensation Plan (IRC 457) is offered.

BART does not contribute to Social Security. However, Medicare contributions are made.

### ■ Medical Benefits

Benefits include CalPERS pension; excellent medical (effective January 1, 2018 current employee cost \$147.14 monthly for most plans).

### ■ Dental Benefits

Principal Financial Group. \$2,000 per person per calendar year with no deductible. \$2,000 limit can be shared with other family members. Orthodontia—lifetime max of \$3,500 (not part of family bank).

### ■ Vision Benefits

Vision Service Plan (VSP). Standard and enhanced plans available.

## THE DISTRICT

### SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT

A job at the San Francisco Bay Area Rapid Transit District (BART) offers the satisfaction of providing an invaluable public service, while accomplishing your own career goals, earning highly competitive pay, and enjoying an unparalleled benefits program. BART, one of America's premier heavy rail public transit systems, has over 3,800 employees and an operating budget in excess of \$900 million annually. Headquartered in the heart of downtown Oakland, California, BART has a service area covering the 4 county area of San Francisco, San Mateo, Alameda and Contra Costa, a total population of over 4 million people. BART's current fleet of 669 railcars allows it to achieve an average weekday ridership of over 420,000 passengers throughout its 49 stations. BART, a wonderful career opportunity.

## THE POSITION

### Inspector General

Plans, directs, and manages the independent oversight of all District activities and operations to ensure the effective use of District resources; ensures that the District operates efficiently, effectively, and in compliance will applicable federal and state laws; conducts independent audits and investigations; collaborates with BART's Board of Directors regarding priorities; provides reports of findings to BART's Board of Directors, the California State Legislature, and the public.

This is an executive level management classification nominated by the BART Board of Directors and appointed by the Governor to serve for an initial four-year term. The Board shall have the option to renew the term at will. This classification oversees the operations and activities of the independent Office of the Inspector General, which detects, investigates and prevents fraud, waste and abuse, and identifies opportunities for efficiencies in the administration of BART programs and operations.

## THE IDEAL CANDIDATE

The successful candidate will have a Bachelors degree and (8) years of (full-time equivalent) verifiable professional financial, operational, business performance, criminal or administrative investigation, audit or prosecution/defense experience which must have included at least four (4) years of management-level experience or higher. Possession of a valid certificate as a Certified Public Accountant (CPA), Certified Internal Auditor (CIA), Certified Fraud Examiner (CFE) or possession of a Juris Doctorate (JD) from an accredited law school is desirable.

## BENEFITS (cont'd)

### ■ Vacation

Three weeks of paid vacation after one year of service. Four weeks after five years of service. Five weeks after 15 years of service. Six weeks after 19 years of service.

### ■ Holidays

Nine paid statutory holidays per year  
Five floating holidays per year

Vacation and holiday hours can be carried over, bought back or banked for use upon eligible termination

### ■ Sick Leave

Twelve days per year

### ■ Life Insurance

Up to four times annual base salary. The District provides coverage in the amount of two times base salary. Additional coverage equal to two times base salary may be purchased.

### ■ Disability Benefits

Long and short-term disability benefits are provided at no cost to employees.

### ■ Other Benefits

Assault Insurance  
Bereavement Leave  
Credit Union Membership  
Education Assistance  
Employee Assistance & Counseling  
Jury and Witness Duty  
Military Leave  
Survivor Benefits  
Travel Accident Insurance  
Flexible Spending Plan  
Free BART Transportation



## ESSENTIAL JOB FUNCTIONS

### DUTIES MAY INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

1. Establishes an independent office that implements a programmatic process for conducting system wide inquiries / audits that are prioritized in accordance with the District's most critical needs.
2. Assumes full management responsibility for the departmental operations and activities of the Office of the Inspector General, including the examination of the operating practices of the District to identify and prevent fraud, waste, abuse, and opportunities for efficiencies and effectiveness in the administration of BART's programs and operations.
3. Ensures that BART Administration, Board of Directors, and the public are fully informed of the findings of the Office of the Inspector General.
4. Works independently to ensure that inquiries and investigations are conducted without conflicts of interest, while maintaining a professional and collaborative relationship with the Board of Directors, General Manager, other Board Appointed Officers, and District management staff to ensure that BART is utilizing its resources as efficiently and effectively as possible and providing the highest quality of service to its customers.
5. Recommends new policies or changes to existing policies after findings in an effort to promote efficiency and effectiveness in programs and operations.
6. Reviews and recommends best practices that the District should follow to maintain positive and productive relations with its employees and the collective bargaining units representing those employees.
7. Advises the BART Board of Directors, as codified in statute, on the District's conformance with federal and state laws to ensure that the District makes effective use of bridge toll and other revenue and operates efficiently and effectively.
8. Determine District-wide goals for the OIG and develop long and short-range plans to attain these goals.
9. Establishes a hotline to receive complaints; investigate complaints and proactively initiates reviews of alleged fraud, waste and/or abuse of District resources; reports to Board of Directors, California State Legislature and other authorities as appropriate.
10. Conducts, supervises and coordinates audits and investigations relating to the district's programs and operations, including, but not limited to, toll-funded programs.
11. Prepares and reviews reports of investigations and audits and distributes to Board of Directors, executive management, and other stakeholders.



## HOW TO APPLY

Internal and external applicants may only apply by submitting resume and cover letter to [gmoser@kapartners.com](mailto:gmoser@kapartners.com)

Resumes must be complete by the closing date and time listed on the job announcement.

## SELECTION PROCESS

Applications will be screened to assure that minimum qualifications are met. Those applicants who meet minimum qualifications will then be referred to the hiring department for the completion of further selection processes.

The selection process for this position may include a skills/performance demonstration, a written examination, and/or an individual or panel interview.

The successful candidate must have an employment history demonstrating reliability and dependability; provide copies of certificates, diplomas or other documents as required by law, including those establishing his/her right to work in the U. S.; pass a pre-employment medical examination which is specific to the essential job functions and requirements. Pre-employment processing will also include a background check. (Does not apply to current full-time District employees unless specific job requires additional evaluations)



## BAY AREA RAPID TRANSIT

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