



City of Hesperia  
**Open / Competitive Opportunity**

**SENIOR DEVELOPMENT SPECIALIST**

Assigned to Economic Development Department

**\$7,062 - \$8,609 per month\*\***

**FINAL FILING DATE: FRIDAY, OCTOBER 2, 2020 at 4:30 P.M.**

**Duties:** The Senior Development Specialist is responsible for and performs professional administrative work to develop and implement economic and community development concepts and projects; works collaboratively and creatively to enhance and foster growth and development in Hesperia; oversees marketing of Hesperia to prospective developers; develops, creates and implements economic development and community development projects. The incumbent will administer the City's Community Development Block Grant and Community Assistance programs; assist businesses relocating to the City by streamlining the process in coordination with other city departments; establishes and maintains positive and effective working relationships with real estate, development and associated industries.

**Qualifications:** A qualified incumbent will possess a combination of education and experience equivalent of three to four years of considerable experience and responsibility, preferably in a Public Agency, performing a wide variety of professional-level analytical activities, with experience in economic development, community development or complex project management; a Bachelor's degree from an accredited college or university in public administration, business administration, or a related field, and a High School diploma or GED.

\*\*\*Please visit the Employment page at <http://www.cityofhesperia.us/660/Job-Classifications> to view full job description and list of qualifications.\*\*\*

**To Apply:** Interested applicants are required to submit a City application. All applications will be screened and only those candidates who best match the needs of the City will be invited to compete further in the selection process. Based on the qualifications from this recruitment's applicant pool, the City will exercise its discretion to determine the weight of testing (100%, pass/fail, or a conversion 40%-60%). Testing may include a written, interview, and/or assessment examination. Applicants will receive notification regarding recruitment status within three (3) weeks of final filing date.

To be considered for City employment, applications must be submitted using the online employment application system. This application can be accessed from the City's website at [www.cityofhesperia.us](http://www.cityofhesperia.us).

**Fringe Benefits:**

- Prior Public Service—CalPERS Formula 2.7% @ 55 (Employee contributes 8% (employee cost) and 1% (cost sharing) of annual salary)
- CalPERS Pension Reform Formula 2% @ 62 (Employee contributes 6.75% (normal cost) of annual salary)
- Health Benefits – up to \$1,224 per month toward medical, dental and vision insurance
- City paid
  - Employee Only Premium for Dental Insurance
  - Employee Only Premium for Vision Insurance
  - Life Insurance (One times annual salary)
- Short Term and Long Term Disability Insurance participation required
- Vacation (80 hours accrued during first year)
- Administrative Leave 65 hours per fiscal year
- 12 holidays
- Sick leave (96 hours per year)
- 401 (a) Deferred Compensation Plan (3% of salary – City paid)
- IRS 125 Plan Flexible Spending Accounts available
- Employee Assistance Program available
- Tuition Reimbursement Program (Up to \$3,000 a fiscal year available for eligible employees).
- 457(b) Deferred Compensation Program available
- The City does not participate in the Social Security program, except for the mandatory 1.45% Medicare Contribution

\*\* Fiscal Year 2020-21 – Due to current fiscal constraints:

- Merit step increases have been frozen.
- A furlough schedule has been implemented for Non-Represented employees to work 36 hours per week. Adjusted Workweek Schedule participation required.