



GENERAL MANAGER

Grant Transit Authority
Moses Lake, Washington

\$85,000-\$120,000

June 26, 2019

First review of applicants

Seeking a collaborative, goal-oriented, fiscally responsible, progressive, visionary leader for our GTA team

POSITION SUMMARY This is a professional position involving the administration, management and executive duties of the Grant Transit Authority for the overall benefit of the citizens of Grant County. The General Manager works under the administrative direction of GTA Board of Directors, to direct and oversee the efficient business and operations of the GTA system. This position provides leadership for the organization; implements policies as directed by the Board; oversees sound budgeting and develops strategies for long-term financial goals and planning; ensures compliance to applicable laws, codes, rules and regulations; resolves community concerns and establishes and maintains positive relationships with the public; and maintains positive working relationships with GTA staff, Board of Directors, community members, and others encountered in the course of work. Visit www.grantransit.com for additional position details and full job description.



ABOUT US Grant Transit Authority (GTA) is a Public Transportation Benefit Area located in Grant County, Washington, covering the entire county. Our mission is to provide safe, high quality, cost efficient public transportation services which will enhance the mobility and quality of life for our citizens and promote a healthy economy and positive image for our growing communities. GTA began providing public transportation services in November 1996.

Currently, GTA employs forty-two (42) individuals to support and provide Fixed-Route, Paratransit/Demand Response and Vanpool services throughout Grant County, Washington.

Although GTA is a smaller transit agency, we provide a great deal of rural transportation service. Grant County, Washington is located in the Columbia Basin region of central Washington with a total service area of 2,791 square miles. In addition, GTA provides service outside of Grant County to Wenatchee and Ellensburg locations. With this large service area, GTA fixed-route service operates over 1 million miles per year.



Grant Transit Authority operates out of three locations: Ephrata Transportation Center (Ephrata, WA), Operation's Base (Moses Lake, WA) and Multimodal Transit Center (Moses Lake, WA). Our team strives to always perform in accordance to our **Core Values**:

- ◆ Integrity ◆ Trust ◆ Common Truth ◆ Respect ◆ Compassion ◆

THE REGION Grant County, Washington includes the following cities and towns: Electric City, Ephrata, Coulee City, George, Grand Coulee, Hartline, Marlin, Mattawa, Moses Lake, Quincy, Royal City, Soap Lake, Warden and Wilson Creek.

Grant County, Washington is the perfect place to experience all four seasons. Grant County provides an amazing assortment of unique communities, along with plenty of sun, water and open space. Grant County has some of the most beautiful landscapes; more than 140 lakes and reservoirs for first-class fishing, hunting, hiking and camping; and is famous for the most amazing sunsets. Some well-known geographic features include: Columbia River, Gorge Amphitheatre, Grand Coulee Dam, Moses Lake, Potholes Reservoir, and Soap Lake.



Being centrally-located in Washington, majestic mountains, shopping and numerous attractions are just a short drive away. Grant County is a leading agricultural and manufacturing area, and continues to experience tremendous growth, within family-friendly communities and small-town atmospheres.

For more information, below are some helpful links:

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| Grant County Washington | www.grantcountywa.gov |
| Grant County Tourism | www.tourgrantcounty.com |
| Moses Lake Chamber of Commerce | www.moseslake.com |
| Ephrata Chamber of Commerce | www.ephratachamber.org |
| Quincy Chamber of Commerce | www.quincyvalley.org |
| Soap Lake Chamber of Commerce | www.soaplakecoc.org |

IDEAL CANDIDATE has a good foundation in all aspects of management including: finance, administration, operations, maintenance, human resources, planning and marketing. Articulate with public speaking skills; exceptional written and verbal communication abilities; works well with diverse populations; people-oriented, politically conscious, and a positive visionary. Knowledge of principles, practices, procedures and methods involved in managing the transit operations functions of a modern public transportation system, including planning, implementing, managing, training, supervision, staffing, budgeting and evaluating programs and services. Knowledge of WSTIP and WSTA practices highly desirable, with the ability to analyze, interpret, and implement appropriate federal/state DOT and OSHA regulations required.

Education and Experience: Bachelor's degree in transportation management, public administration and/or business administration or closely related field. Seven (7) years of progressively responsible experience in the areas of public transportation, labor relations, budget preparation and administration, grant writing, marketing and public relations, with ten (10) years highly desirable. Five (5) years of increasingly responsible supervisory experience in transit operations, preferably in union environment, which produced broad knowledge of operational policies and procedures, good performance and work history, and relevant leadership and decision-making skills.

COMPENSATION AND BENEFITS

- Annual salary **\$85,000 - \$120,000** (negotiated dependent upon qualifications and experience)
- Salaried, FLSA Exempt position with an expectation of at least forty (40) hours per week; may include weekend and nights as needed
- Medical/Dental/Vision/Life/AD&D/LTD (administered through PEBB)
- Public Employees' Retirement System (PERS)
- Paid Time Off, including Paid Holidays
- Other benefits as negotiated

HOW TO APPLY Interested and qualified candidates must submit completed application, cover letter and resume via mail to:

Grant Transit Authority
Attn: Human Resources
PO Box 870
Moses Lake WA 98837

Or electronically via email to:
jobs@granttransit.com.

For complete position details and application, please visit: www.granttransit.com. Fax submissions and/or incomplete application packets will not be accepted.

CLOSING DATE All qualified candidates are strongly encouraged to apply by: **June 26, 2019 at 8:00 am.***
(First Review, Open Until Filled)

*Application materials must be received by Grant Transit Authority by deadline to be included in review. Subsequent reviews are not guaranteed.



Grant Transit Authority is an equal opportunity employer and does not unlawfully discriminate on the basis of race, sex, age, color, religion, national origin, marital status, veteran's status, disability status, sexual orientation, or any other basis prohibited by federal, state, or local law. Please let Grant Transit Authority know if you need accommodations in order to participate in the application process.