
Position Details**Classification:**

Senior Transportation Engineer, CalTrans

Office:

Safety and Security

Working Title: Construction Safety and
Security Program Manager**Location:**

Sacramento

Position Number:

311-608-3161-002

HR Approval Date/Initials:

06/24/2026 FAY

**CBID/Bargaining
Unit:** R09**Work Week
Group:** E**Tenure:**
Permanent**Time Base:**
Full-Time**Job Description Summary**

Under the general direction of the Chief of Safety and Security, the Senior Transportation Engineer (Construction Safety and Security Program Manager) is responsible for independently performing the full range of professional journey-level engineering work in construction functions related to the transportation project safety planning and operations. The Construction Safety and Security Program (CSSP) Manager works within the High-Speed Rail Authority (Authority) and externally with industry, federal, state, and local agencies to develop and manage the Authority's safety program to ensure safe and efficient work zones for delivering the high-speed rail (HSR) system. The CSSP Manager provides high-level guidance, oversight, and technical expertise regarding transportation project construction safety and security matters, including safety program planning, security coordination, emergency preparedness, safety inspections incident investigations, regulatory compliance, and consultation throughout the state. The incumbent is responsible for understanding the Authority's safety policies, contract provisions for capital contracts, and the California Department of Industrial Relations (DIR) standards and procedures, California Occupational Safety and Health Administration (Cal/OSHA) standards and procedures, and California Code of Regulations, Title 8 (CCR Title 8). The incumbent defines and reinforces a culture of safety on the Authority's construction sites and makes recommendations for continuous improvement in conjunction with the Authority, its consultants, and contracted entities.

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Duties

Percentage

Essential (E)/Marginal (M)

35% (E)

Program Development

- Provides expertise and vision utilizing engineering principles and techniques to optimize all aspects of safety for the transportation project construction to deliver the HSR system within the constraints of operational effectiveness, time, and cost throughout all phases of a system lifecycle, including planning, design, construction, and pre-revenue activities.
- Implements, administers, and maintains the Construction Safety Program strategic and operations plans, policies, standards, manuals, and guiding documents including collaboration with internal stakeholders, industry, property managers, as well as federal, state, and local agencies to enhance safety policies and best practices guidelines to minimize accidents in construction zones and identify and implement proven transportation project construction safety measures to work zones. Updates and distributes plans annually and provides training to employees on updated information.
- Implements construction safety and security policies, standards, procedures, and best practices to support the safe and secure delivery of the HSR project.
- Leads special investigations and prepares reports on recommended changes for transportation project construction safety policies, guiding documents, processes, and procedures.
- Manages the implementation of best practices to ensure the continued development of a safety culture for the construction of the program.
- Monitors and reports observations, incidents, various field data, emerging risks, corrective action status, and Safety Program key performance indicators to evaluate program effectiveness and provide recommendations regarding continuous improvement to the Chief of Safety and Security.

30% (E)

Contractor Oversight

- Oversees the contractor's transportation project construction safety and security program, including the review of the Safety and Security Program Oversight Plan (SSPOP) to ensure a strong safety record in accordance with processes, procedures, statutory requirements, and other contractual requirements while adhering to project scope, schedule, and budget. Provides technical oversight of consultants performing engineering work, and develops and reviews technical

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specifications, construction bulletins, and directives for transportation project safety practices of statewide significance.

- Oversees the Project and Construction Management (PCM) and Design Build (DB) responses to minor and/or major transportation construction safety complaints, accident reports, and referrals received by workers, employers, union representatives, first responders, members of the public, and other government agencies. Coordinates the Authority's timely response to transportation project construction safety incidents, including documentation and notification through collaboration with PCM and DB contractor staff and Authority staff in Infrastructure Delivery and Strategic Communications.
- Oversees, reviews, and analyzes the PCM and DB contractors' site inspection history of field operations, industry processes and hazards, and contractor best practices related to Cal/OSHA and the CCR Title 8 Safety Laws. Identifies, collects evidence, and documents (e.g. employee exposure to the violation(s), record(s) of employers' knowledge of employee exposure to violation(s), employee statements/interviews, management statements/interviews, copies of employer business records, photographs, maps, plans during the course of an inspection) that substantiate violation(s) of the CCR Title 8 Safety Laws. Reports findings to the Chief of Safety and Security and the Authority executives.
- Performs field safety inspections (e.g., complaint, accident, referral, and follow-up) at construction sites, and other workplaces throughout the state to ensure PCM and DB contractors are adhering to CCR Title 8 Safety Laws and Health and Safety Codes.
- Schedules and holds monthly transportation construction project safety meetings amongst Authority staff and PCM and DB contractors to monitor delivery of contract requirements relative to transportation construction project safety, compliance with guiding documents, and collaboration on program improvements as needed. Serves as the subject matter expert for proposed safety training courses or initiatives.
- Oversees and consults with the PCM and DB contractors on the interpretation and application of state's Safety Orders applicable to provisions of the CCR Title 8 Safety Laws and policies of Cal/OSHA to ensure the identification of transportation project construction safety hazards, including unsafe working conditions and practices in construction disciplines and recommends appropriate corrective actions to the PCM and DB contractors as needed.

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20% (E)

Compliance Oversight

- Monitors compliance of transportation project construction safety program-wide through construction site visits, accident investigations, documentation audits, employee interviews and develops recommendations for program improvement to the Chief of Safety and Security.
- Reviews and updates transportation construction project safety policies, procedures, and guiding documents for compliance with the CCR Title 8 Safety Laws and Health and Safety Codes.
- Reviews contractor's implementation of construction site security requirements, emergency preparedness measures, and corrective action plans to ensure consistency with Authority policies and contractual obligations
- Oversees and performs safety assessments of transportation project construction sites and identifies, documents, and classifies hazards (e.g., serious, general, regulatory, imminent danger). Identifies compliance or consistency issues overall. Provides reports and findings to the construction package senior contract managers and PCMs.

10% (E)

Technical Advisory Services

- Reviews future contracts and makes recommendations regarding transportation project construction safety to the Chief of Safety and Security, the Capital Procurements Section, and other functional areas as needed for capital and service contracts related to transportation construction project safety.
- Provides direct high-level technical support and expert consultation to the Chief of Safety and Security on critical and complex transportation project safety matters that may impact transportation project construction delivery scope, schedule, or budget, including but not limited to construction site safety, safety practices at traffic interfaces, and contract and statutory requirements for multiple contracts and agencies.
- Leads transportation project construction site safety presentations to the Authority staff and provides safety training as required.
- Researches and prepares correspondence and technical reports on technical transportation construction safety matters in response to requests for information from other agencies, including the Federal Railroad Administration (FRA), the public, and internal and external stakeholders.
- Contributes to the development, implementation, and continuous improvement of the Injury and Illness Prevention Program (IIPP), Emergency Response Plan (ERP), and other Authority safety and security management programs.

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- Coordinates with federal, state, and local agencies, including the FRA regarding construction safety compliance, investigations, regulatory requirements, and program implementation activities.

5% (M)

- Performs other job-related duties as required.

Special Requirements

The checked boxes below indicate any additional requirements of this position.

License Required Yes ☒ No ☐ Type: Engineering	Conflict of Interest (COI) Yes ☒ No ☐	Bilingual Required Yes ☐ No ☒ Language:	Contract Manager Yes ☒ No ☐	Medical Required Yes ☐ No ☒
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Other Special Requirements Information:

License – Possession of a valid certificate of registration as a civil, electrical, or mechanical engineer issued by the California State Board of Registration for Professional Engineers is required.

Conflict of Interest – This position is designated under the Conflict-of-Interest Code. The position is responsible for making, or participating in the making, of governmental decisions that may potentially have a material effect on personal financial interests. The employee is required to complete form 700 within 30 days of assuming employment. Failure to comply with the Conflict-of-Interest Code requirements may result in disciplinary action.

Contract Managers – Ensures that assigned contracts and agreements are administered and managed in accordance with the applicable policies and procedures of the Authority, the State Contracting Manual (SCM) and the California Government Code (GC).

Knowledge and Abilities

Knowledge of: Various phases of transportation engineering, including planning processes and methods, systems planning, evaluation of alternatives, and facility locations and design, construction, operation and maintenance; transportation economics and financing; project management concepts; factors which influence the impact of transportation facilities on the environment, the community and the economy; principles and techniques of personnel management and supervision; Department's Equal Employment opportunity (EEO) Program objectives; a supervisor's role in EEO, health and safety and labor relations programs and the processes available to meet their objectives.

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Ability to: Plan and direct the work of others; analyze situations accurately and adopt an effective course of action; make effective presentations; prepare correspondence and reports; communicate effectively; effectively contribute to the Department's EEO objectives.

Desirable Qualifications

- Experience overseeing safety and security programs on large transportation, rail. Infrastructure, or construction projects.
- Knowledge of FRA regulations, guidance, and management principles.
- Experience developing executive-level reports, performance metrics, and risk-based recommendations.
- Working knowledge of contract provisions for capital contracts, DIR standards and procedures, Cal/OSHA standard and procedures, and CCR Title 8.
- Strong written and oral communication skills.
- Ability to exercise a high degree of initiative, flexibility, judgment, and confidentiality.
- Ability to provide technical oversight of state staff, vendors, and contractors in the areas of safety and security for a transportation or rail program.
- Ability to operate independently, but with the judgment to know when to ask for assistance and guidance from a supervisor or colleague.
- Dependable, punctual, excellent attendance.
- Knowledge of the Authority's organization, operations, and relevant policy issues.
- Ability to prepare correspondence that includes recommendations for effective courses of action.
- Experience identifying, assessing, and mitigating safety risks on transportation or railroad infrastructure projects through engineering analysis, field inspections, and implementation of corrective actions.
- Experience implementing or overseeing construction safety programs, risk management initiatives, safety policies and procedures, and other similar safety programs.
- Experience conducting inspections and investigations to ensure compliance with applicable laws and regulations.
- Exercise good judgment and calm professionalism in all situations.

Supervision Exercised Over Others

This position will not supervise; however, at times, the incumbent may as lead over project work and is responsible for providing statewide construction safety guidance and policy to state and consultant staff.

Public and Internal Contacts

The incumbent will have regular contact with various levels of staff at the Authority, consultants, vendors, contractors, staff at other state agencies, and the public.

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Employees must handle all situations and communications tactfully and respectfully to support the Authority's mission.

Responsibility for Decisions and Consequence of Error

This position is responsible for a program or function and is expected to carry out necessary activities without direction, except as new or unusual circumstances require. Errors may have a significant impact on the internal and external operations of the Authority. Successful performance of the above-listed duties is essential to ensure that program delivery and project matters are resolved in an efficient and effective manner. Failure to perform these duties effectively could result in additional costs to the state to complete the HSR project and compromised safety of the public, staff, and contractors. The incumbent exercises a high degree of initiative and independent judgment in regularly performing the most difficult duties.

Physical and Environmental Demands

While working on-site, the incumbent works in a professional office environment, in a climate-controlled area which may fluctuate in temperature and is under artificial light. The incumbent will be required to use a computer, mouse, and keyboard, and will be required to sit for long periods of time at a computer screen. Employee must be able to focus for long periods of time, multi-task, adapt to changes in priorities, and complete tasks or projects with short notice. Employee must develop and maintain cooperative working relationships and display professionalism and respect for others in all contact opportunities.

Working Conditions and Requirements

- a. Schedule: Flexible schedules may be available for this position. Specific schedules will be set between the supervisor and the employee.
- b. Telework: Part time telework may be available for this position for California residents based on the requirements of the position.
- c. Travel: Statewide travel to worksites is required.
- d. Other: N/A

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Acknowledgment and Signatures

I have read and understand the duties listed above and can perform them with/without reasonable accommodation (RA). (If you believe you may require RA, please discuss this with the hiring supervisor. If you are unsure whether you require reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the RA Coordinator.)

Incumbent Printed Name:	Signature:	Date:

I have discussed the duties with and provided a copy of this duty statement to the incumbent named above.

Supervisor Printed Name:	Signature:	Date:

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