

EDITED KSAPC LISTING

CLASSIFICATION: PROJECT DIRECTOR II

NOTE: Each position within this classification may perform some or all of these KSAPCs.

KSAPC Statements	
Knowledge of:	
K1.	Comprehensive knowledge of all phases of the State's capital outlay process to successfully deliver capital projects.
K2.	Comprehensive knowledge of architecture in order to evaluate project design for compliance with the Department's design standards and construction guidelines.
K3.	Comprehensive knowledge of the details of planning, designing and constructing public building projects to successfully deliver the Department's capital projects.
K4.	Comprehensive knowledge of construction materials to successfully deliver the Department's capital projects in compliance with the Department's design standards and construction guidelines.
K5.	Comprehensive knowledge of costs, codes and construction methods to successfully deliver the Department's capital projects in compliance with the Department's design standards and construction guidelines.
K6.	Comprehensive knowledge of structural, electrical and mechanical engineering as related to public buildings in order to evaluate project design for compliance with the Department's design standards and construction guidelines.
K7.	Comprehensive knowledge of the principles of budgeting as related to the capital outlay process in order to deliver the projects within the Department's budget.
K8.	Comprehensive knowledge of the use of computer software systems.
K9.	Comprehensive knowledge of practices and principles of project management to successfully deliver the Department's capital projects.
K10.	Comprehensive knowledge of design and construction technologies.

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KSAPC Statements	
Ability to:	
A1.	Review and analyze the development of construction documents in order to ensure a complete and accurate set of documents.
A2.	Present ideas and information clearly and effectively in written, graphic and verbal forms in order to communicate project information to internal/external stakeholders and management.
A3.	Analyze situations accurately in order to develop alternatives and implement an effective course of action.
A4.	Operate a departmental computer and various computer programs in order to perform daily project management duties (e.g. reports, tracking system, etc.).
A5.	Establish and maintain cooperative professional relationships with others to gain cooperation.
A6.	Adhere to policy and procedures in order to ensure consistency and conformity with departmental goals and objectives.
A7.	Establish and maintain project priorities in order to complete projects and assignments on time and within budget.
A8.	Function as a team leader for a team of California Department of Corrections and Rehabilitation (CDCR) employees, construction and consultant contractors to ensure successful completion of projects.
A9.	Analyze more complex projects in order to plan and implement an effective project management plan.
A10.	Understand and follow directions to accurately carry out work assignments in a timely manner.
A11.	Work independently, under limited supervision, to manage the delivery of projects and complete assignments on schedule.