

Stanislaus County  
now offers an employee  
bonus worth up to  
\$10,000 or 21  
additional days of  
leave time!\*

\*See inside for details

# 10th Street Place Facilities Manager (Manager I/II/III)

General Services Agency

**\$71,656 - \$135,907 Annually**

Apply by February 18, 2026

## ABOUT THE DEPARTMENT

The Central Services Division is responsible for acquiring goods and services, negotiating contracts, leasing property and equipment, providing consultation on procurement needs and contract facilitation to County departments, in addition to the sale and/or disposal of surplus County property, mailroom, messenger, and salvage services. The Purchasing Manager ensures that approximately \$250 million in goods and services are procured competitively countywide. In addition, Central Services Purchasing staff will issue over 5,200 purchase orders, and courier services will process and deliver approximately 1.4 million pieces of mail for County departments annually.

The Fleet Services Division provides preventative and prescriptive maintenance for approximately 1,400 County vehicles and other pieces of specialized equipment to all County Departments. Fleet Services provides full vehicle maintenance services, including assistance with vehicle acquisition, vehicle registration, preventative maintenance, accident management, vehicle repair, motor pool, fuel card lock program, and salvage/ auction services.

The Capital Facilities Division is responsible for new construction, expansion, renovation, or replacement projects for an existing facility or facilities within the County. The Capital Facilities Division is in the design phase of construction of the Health Services Agency Administration/Public Health Facility Project with an approved project budget of \$34.5 million at construction completion. The Capital Facilities Division is also responsible for the development of the Capital Improvement Plan and manages and supports the daily operations of the 10th Street Office Building, which is a joint powers agency.

The Deferred Maintenance (DM) program serves to bridge the gap between capital projects and facilities maintenance. Deferred Maintenance is in its seventh year of successfully completing 200 various projects throughout the County totaling \$13.1 million. The DM program receives many requests throughout the year to address various deferred maintenance projects including HVAC replacement, elevator modernization, flooring and painting projects.

## THE POSITION

10th Street Place has over 250,000 square feet of City of Modesto and Stanislaus County Office space, an additional 48,000 square feet of retail space and a 750-space parking garage. Nearly 1000 employees work in the facility and the building sees hundreds of visitors per day. 10th Street Place is managed by the Stanislaus County 10th Street Place Management Committee Joint Powers Agency Commission. The 10th Street Place Management Committee is comprised of key leadership positions from both the city of Modesto, Stanislaus County, and retail partners. The Facility Manager is a vital member of the 10th Street Place Management Committee. The Manager will be the link between the building's employees and its maintenance team. Responsibilities shall be to oversee the Building Maintenance Division and its budget, coordinate the building's security and evacuation plans, oversee contracts including janitorial services, and security and various maintenance contracts. The Facility Manager will also draft agenda items for the buildings Management Committee and the Commission, and make recommendations in regard to the facilities budget, Deferred Maintenance plan and Capital Improvement Plan.

Interested in learning more about the  
General Services Agency? Scan the QR code.



# THE IDEAL CANDIDATE

The ideal candidate for this Facility Manager position is a highly organized and collaborative professional with experience overseeing facilities operations in a regulated environment. They possess strong knowledge of security coordination, emergency preparedness, and safety compliance, and are effective in working with management committees, security officers, and other stakeholders to maintain a safe and well-functioning facility.

This individual is skilled in facilities planning and assessment, able to inspect buildings and grounds, identify deficiencies, and recommend corrective actions, major repairs, and capital improvements.

The ideal candidate also demonstrates strong operational and fiscal management skills, including procurement, inventory control, budget monitoring, and project reporting. They are capable of planning, directing, and supervising facilities operations while ensuring compliance with federal, state, and local requirements. Proactive in establishing policies, procedures, preventative maintenance schedules, and quality assurance and safety programs, this candidate communicates clearly and consistently to keep the Management Committee informed of project status, operational needs, and emerging issues.

## THE TYPICAL TASKS

- Coordinate the Facility's Security and Evacuation Plans with the 10th Street Management Committee, County Security Officer, safety committees, and private retailers
- Draft agenda items for the buildings Management Committee and the Commission
- Coordinate the purchase of furnishings, equipment, and supplies in compliance with federal, state, and local procurement requirements
- Periodically inspect the facility, equipment, and grounds to evaluate condition, identify needs, and recommend corrective measures
- Regularly inspect buildings and grounds to ensure conformance with established standards and regulations
- Work with the Management Committee on facilities planning, engineering, and management, including making recommendations on major repairs and construction projects
- Assist in the development of annual facilities projects and budgets and oversee capital projects
- Prepare and submit monthly reports to the Management Committee on the status of projects and initiatives
- Plan, organize, direct, and supervise facilities functions and activities to achieve objectives and comply with regulatory requirements
- Keep the Management Committee informed of facilities-related activities, needs, and issues
- Establish and implement policies and procedures for facilities operations
- Supervise preventive maintenance programs and facilities personnel
- Establish preventive maintenance schedules and prioritize repairs and maintenance projects to minimize disruption to operations, in coordination with the Management Team
- Establish quality assurance and safety programs in coordination with the Management Committee
- Manage the purchasing of all supplies, furnishings, equipment, and materials
- Oversee inventory management of all supplies, furnishings, equipment, and materials
- Monitor project and operational budgets
- Perform other duties as assigned

# MINIMUM QUALIFICATIONS

## KNOWLEDGE/SKILLS/ABILITIES

- Public administration
- Effective organization
- Personnel administration
- Fiscal management
- Facilities maintenance
- Emergency planning and operations management
- Effective program management
- Facilities management systems, project tracking software, and modern office automation technology
- Effective leadership
- Collaboration
- Judgement & decision making
- Analytical and critical thinking
- Problem solving
- Laws, codes, regulations, and standards applicable to facilities operations, safety, security, and procurement
- Strategic planning
- Budgets, financial and statistical records
- Effective communication
- Relationship building



# EDUCATION & EXPERIENCE

## Manager I

- Graduation from an accredited four-year college or university with a bachelor's degree in business management, public administration, construction administration, or a closely related field.

AND

- Three (3) years' experience in facilities operations, building maintenance, property management, or a related field. At least one (1) year must have been in a lead or supervisory capacity.

## Manager II

- Graduation from an accredited four-year college or university with a bachelor's degree in business management, public administration, construction administration, or a closely related field.

AND

- Two (2) years' management experience in facilities operations, building maintenance, property management, or a related field.

## Manager III

- Graduation from an accredited four-year college or university with a bachelor's degree in business management, public administration, construction administration, or a closely related field.

AND

- Three (3) years' management experience in facilities operations, building maintenance, property management, or a related field

*Progressively responsible work experience in a related field may be substituted for the education requirements, on a year for year basis.*

Proof of education (degree or transcripts) are required for verification purposes at the time of application. Applicants who are unable to submit proof must call 209-525-6559 to make other arrangements before 5 pm on the final filing date. Failure to submit proof or make other arrangements before the final filing deadline will result in disqualification.

# QUICK GUIDE TO APPLYING



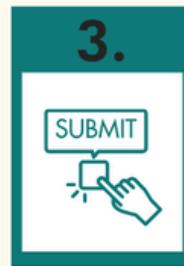
## APPLICATION PROCESS



Find the  
Right Job



Update Your  
Application



Submit Your  
Application



Wait for  
Processing



Receive Notice of  
Application Status

## APPLICATION BEST PRACTICES

### BE COMPLETE

We screen for qualifications based on the information provided on your application, not on your resume. **Please make sure all relevant experience is listed within the body of your application.**

### BE DETAILED

Connect your professional experiences to the job's knowledge, skills and abilities. **Share your work history and how it relates to the minimum qualifications of the position.**

### UPDATE YOUR APPLICATION

Take the time to review and update your application each time you apply for a new position. **Ensure that your employment dates are correct and that any relevant skills or experiences are listed.**

### ATTACH SUPPORTING DOCUMENTS

Attach any required supporting documentation listed in the Minimum Qualifications. **Not submitting that typing certificate or proof of education could be the reason you are disqualified!**

### HIGHLIGHT DESIRABLE QUALIFICATIONS

If there are desirable qualifications listed, they may influence the screening process. **Detail how you meet both minimum qualifications and desirable qualifications in the duties section of your application.**

## COMMON MISTAKES TO AVOID

### WRITING "SEE RESUME"

Relying on your resume instead of completing the application can hurt your chances. **Be sure to fill out all sections and attach proof of education when required, as resumes alone don't provide the details needed to evaluate your qualifications.**

### OUTDATED OR MISSING REFERENCES

Submitting old contact information or leaving references blank can delay the reference check process. **Include current, reachable contact information for all references.**

### INCLUDING TOO MUCH OR UNRELATED INFO

Adding long paragraphs or unrelated experiences can make your application unclear. **Keep your application clear, concise, and focused on relevant qualifications.**

### ASSUMING COMPUTERS SCREEN APPLICATIONS

Believing that a computer or automated system selects qualified candidates is a common misconception. **All applications are reviewed by trained recruitment analysts, so make sure your experience is clearly detailed.**



**STANISLAUS  
COUNTY HUMAN  
RELATIONS**

Take Your Place.

# JOIN OUR TEAM and receive a bonus worth **UP TO \$10,000!** **or 21 additional days of leave time!\***

\*EMPLOYEE CHOICE BONUS PLAN ALLOWS ELIGIBLE NEW EMPLOYEES TO RECEIVE A BONUS WORTH  
\$5,000 - \$10,000 OVER THREE ANNUAL INSTALLMENTS

**YOU CHOOSE:**  
One month's worth of



**Cash  
Payout**

Redo that kitchen  
or paydown debt.

*It's all yours.*



**Leave  
Time**

Take a little extra time  
off and enjoy yourself.

*You've earned it.*



**Deferred  
Compensation**

Reduce some taxable  
income and receive it later.

*Why not?*

Scan the QR code with a camera  
app to watch the Employee Choice  
Bonus Plan video!



**HR** **STANISLAUS  
COUNTY HUMAN  
RELATIONS**

Take Your Place.

Stanislaus  
County

clubwellness  
myclubwellness.org

# Employee Choice Bonus Plan

## UNDERSTANDING THE DETAILS



### JOIN OUR TEAM BY JUNE 30TH, 2026 TO BE ELIGIBLE!

The following Employee Choice Bonus Plan is designed to allow those hired full-time on or before June 30, 2026, to choose one of the three bonus incentive options (one-time option, non-revocable) they would like to receive:



#### Option 1 BONUS CASH PAYMENT

(Default if employee declines to make a choice)

- One month of salary (168 hours) paid in cash over three annual installments at the highest step or top of band of the classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.



#### Option 2 BONUS LEAVE TIME

- 168 hours of bonus leave time allocated within three annual installments.
- Bonus Leave Time would be administered in the same capacity as standard vacation including compensation rate, request and approval, and reporting expectations.
- Bonus Leave Time will have no cash value and cannot be cashed out at resignation, termination, or retirement.
- Must use the bonus leave time prior to the expiration date, as there is no carry over after the bonus leave time expires.



#### Option 3 BONUS DEFERRED COMPENSATION CONTRIBUTION

- One month of salary (168 hours) paid over three annual installments into the employee's Nationwide Deferred Compensation account at the highest step or top of band of classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.

### Eligibility for Employee Choice Bonus Plan



- To receive each payment, you must be hired as a new full-time employee, and be active both on the vesting date and during the pay period in which the payment is issued.
- Full-time employees on an unprotected unpaid leave on the vesting date are ineligible for that specific payment.
- Employees that separate from full-time service prior to a vesting date will no longer be eligible for that specific payment.
- Employees that receive one or two payments, separate from full-time service and then return to full-time service are excluded from eligibility to receive further payments of any kind.
- Employees that leave full-time service prior to receiving any payments, and then return to full-time service on or before June 30, 2026, are eligible to receive future payments in accordance with their new hire date.



STANISLAUS  
COUNTY HUMAN  
RELATIONS

Take Your Place.

## COMPENSATION & BENEFITS: **\$71,656 - \$135,907 Annually**

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County employees including:

- Excellent retirement benefits (2% at approximately age 62 formula)
- Medical, dental, vision, and basic term life insurance plans
- County paid Deferred Compensation at 1.5% of base salary
- 2 weeks annual vacation upon entering County service
- 32 additional vacation hours annually
- 56 hours administrative/management leave per year (does not carry over)
- 96 hours of sick leave annually
- 12 paid holidays annually
- \$900 annual Professional Development reimbursement
- Car allowance upon Department Head approval
- Moving allowance recruited from out-of-County
- Disability protection
- Optional participation in Flexible Spending Account programs
- Optional Supplemental Life & AD&D insurance plans
- Employee Assistance Program

*Details available upon request.*

## RECRUITMENT INCENTIVES:

### **Employee Choice Bonus Plan:**

Stanislaus County now offers an employee bonus worth up to \$10,000 or 21 additional days of leave time! Visit [stanjobs.org](http://stanjobs.org) for details.

### **Career Ladders:**

We offer valuable tools to help plan your career with Stanislaus County. Find ways to grow and develop within the organization—from Accounting to Public Safety to IT.

### **Learning Institute:**

Whether you're a new employee or looking to acquire new skills, our Learning Institute offers a chance to take on new challenges and ways to consistently hone and improve skills.

## WELLNESS BENEFITS

The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce.

"Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.



## **CLASSIFICATION INFORMATION**

Unless otherwise provided, this position is part of the Unclassified Service of the County and is considered "at-will" and is designated Management for labor relations purposes.

The individual selected will participate in the Stanislaus County Pay-for-Performance program, as well as receive additional benefits.

The Job Task Analysis provides information detailing the physical and functional demands of the classification. For the complete job task analysis, visit the Risk Management website at <http://www.stancounty.com/riskmgmt/> under the "Disability" tab.

## **APPLICATION PROCEDURES/FINAL FILING DATE: APPLY BY February 18, 2026**

### **Oral Examinations are tentatively scheduled for the week of February 23, 2026**

Note: The eligible list generated from this recruitment may be used to fill future extra-help, part-time and full-time vacancies throughout Stanislaus County.

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

**Resumes will not be accepted in lieu of a completed application.**

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

## **RECRUITMENT ACCOMMODATIONS**

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodations Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form.

## **GENERAL QUALIFICATIONS**

- Pass County-paid pre-employment job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.
- Some positions may be required to possess and maintain a valid California Driver's License and meet County insurability requirements.

## **APPLICATION AND/OR EXAMINATION APPEAL RIGHTS**

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

## **DISCLAIMER**

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understanding(s), and such information prevails over information contained in this flyer. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/Human Resources.