



MANAGEMENT POSITION OPPORTUNITY

Operations Manager

an at-will position

A leadership opportunity for a public transit operations professional with strong contract oversight, service performance, compliance, and fleet experience.

Contract Operations | KPIs | ADA / FTA / NTD | Fleet | Zero-Emission Transition



SOLANO COUNTY TRANSIT

ABOUT SOLTRANS

A lean, collaborative agency linking people, jobs, and communities

Solano County Transit (SolTrans) provides local fixed route and complementary paratransit service in southern Solano County, along with Commuter Fixed Route across the County. It is an independent public agency governed under a Joint Powers Authority with a six-member Board.

SolTrans contracts transit operations, maintenance, and customer service to a service partner while staff retain broad responsibility for oversight, planning, policy, funding, facilities, technology, and public service quality.

SOLTRANS AT A GLANCE

16

EMPLOYEES, where each role carries broad influence.

~100

CONTRACTOR STAFF support driving, maintenance, and customer service functions.

6

MEMBER JPA BOARD plus 2 alternate members, guides the independent public agency.

3+

CORE SERVICE TYPES: local fixed route, Commuter Fixed Route, and complementary paratransit.

01 Partnership-based delivery

SolTrans relies on contracted operations and maintenance. The agency team must turn contract language, service data, and field conditions into accountable service delivery.

02 Operational assets and facilities

The agency owns all vehicles and key facilities, including transit centers, park-and-ride assets, and an operations and maintenance facility that support daily service.

03 Direct community impact

SolTrans employees see the direct results of their decisions in rider experience, reliability, accessibility, safety, and public confidence.



Governance

SolTrans is governed by a JPA board and operates with public accountability through board reporting, stakeholder communication, and transparent decision-making.

ABOUT THE ROLE

Operations leadership at the center of daily service delivery

The Operations Manager oversees the transit system's operations, including management of the contract for fixed route, paratransit, and maintenance services as well as other supporting operational contracts. The role reports to the Executive Director and provides direction to both agency operations staff and the contractor.

This position is hands-on, data-informed, and highly visible: monitoring service performance, resolving operational issues, supporting public reporting, and coordinating across SolTrans, contractors, partners, and the community.



KEY AREAS OF RESPONSIBILITY

01 Contracted operations oversight

Manage contracted transit operations services, including bus operations, dispatch, customer service, fleet maintenance, and parts inventory and the related contract provisions.

02 Performance, compliance and reporting

Monitor KPIs, ensure FTA and ADA compliance, manage NTD reporting and TDA triennial activities, On-Time Performance, and report to the Board.

03 Fleet, policy and service readiness

Support vehicle procurement, specifications and acceptance, vehicle decommissioning and disposal, operating policies and procedures, and contractor readiness for zero-emission buses.

04 Operations research and problem solving

Lead operational research and analysis with contractor to assess routing, costs and service needs, and On-Time Performance.

05 Team and stakeholder leadership

Supervise, train and develop staff while fostering relationships with external agencies, community organizations, vendors, and internal partners.

06 Technology & Transit Systems

Leverage onboard and transportation-related technologies, including CAD/AVL, ITS, fare, camera, communications, reporting, and fleet systems, to support service monitoring, contractor oversight, issue resolution, and operational decision-making.

ABOUT THE ROLE

THE IDEAL CANDIDATE

The ideal candidate brings strong experience overseeing contracted transportation operations and fleet maintenance, with the judgment to manage service quality, budgets, compliance, staff development, public-facing issues, and operational change in a small-agency environment.

Because SolTrans is lean and highly collaborative, this position requires a leader who can move between strategy and implementation: translating data into decisions, negotiating with contractors, communicating with the Board and stakeholders, leading by influence, and supporting colleagues across the agency.

This is a role for a hands-on operations manager - someone who can stay close to the service while helping guide SolTrans through operational growth, fleet transition, and stronger performance systems.

WHAT SUCCESS LOOKS LIKE

- Strong command of transit operations, service delivery, dispatch, maintenance, customer service, and contractor oversight.
- Comfort with performance analysis, NTD reporting, FTA and ADA requirements, FTA / TDA triennial processes, and public reporting.
- Ability to supervise staff, build trust with contractor teams while balancing tactful, collaborative, and disciplined contract oversight, lead by influence, and handle complex service issues with professionalism.
- Operational curiosity and continuous improvement mindset, including readiness for zero-emission bus transition work.

MINIMUM QUALIFICATIONS

- **Bachelor's degree** in transportation or community planning, public administration, business administration, or a related field. **Equivalent professional experience** may be considered as a substitute for the educational requirement.
- **Minimum of four years of progressively responsible managerial experience** in oversight of contracted transportation operations and fleet maintenance, including budgetary and supervisory responsibilities.
- Possession of, or ability to obtain by time of appointment, a **valid California Class C driver's license** and a driving record satisfactory to SolTrans is required for positions that operate agency vehicles or travel between work sites. Individuals who are unable to meet this requirement due to a disability may request a reasonable accommodation and will be evaluated in accordance with applicable law.



ABOUT THE ROLE

COMPENSATION AND BENEFITS PACKAGE

Salary Range **\$130,461 – \$185,554**

Compensation to be determined based on experience, qualifications, and internal equity.

A Comprehensive Benefits Package**01 Health & Insurance**

Health, Dental, & Vision: Cafeteria plan, currently \$2,358 per month toward the monthly premiums, updated annually by COLA. SolTrans also offers a cash-in-lieu benefit. Dental and Vision are 100% paid.

02 Retirement Benefits

Defined Benefit Retirement Plan: PARS 2% @ 62 (last three years) after 5 years vesting period; shared contribution of 50% actuarially determined contribution rate (7.0%).

Deferred Compensation: 2% match of employee's salary. Further employer contributions to program are made as a retention incentive.

03 Paid Time Off & Other Benefits

PTO: Employer paid 12-21 days of vacation, 40 hours of administrative leave, 12 days sick leave, and 12 holidays annually.

Work Modality: SolTrans offers flexible work options dependent on the needs of the role. The Operations Manager is largely an in-person and in-the-field role.

APPLICATION PROCESS

This position is open until it is filled and may close without notice. Interested candidates should **apply immediately**. **To be considered, please submit a resume and cover letter to:**

APPLY HERE:
www.TheHive.Consulting/Careers

For additional information, please contact the recruiter for this role at:

Rex Sanders
(619) 505 - 9305
recruiting@thehive.consulting
<https://www.TheHive.Consulting>

Priority Resume review by July 29, 2026.

Solano County Transit is an Equal Opportunity Employer and does not discriminate on the basis of any legally protected status. Reasonable accommodation will be provided as required by law.