



NOW RECRUITING

INFORMATION TECHNOLOGY SPECIALIST (LEAD)

The position of Information Technology (IT) Lead wears many hats, which include the analysis and management of information technology systems for the Yolo Transportation District (YoloTD), including IT system administration, desktop support, in-vehicle technology architecture and related facility management & improvements.

As the IT Lead, you will support our Information Technology IT department, provide assistance for planning, procurement, implementation, and maintenance of all IT systems, infrastructure, and operations of the District. You will collaborate with key stakeholders to align IT initiatives with business objectives, drive innovation, ensure the security and efficiency of our technology landscape.

Supervision received and exercised: This position reports to the Director of Transit Operations. This position provides functional supervision to the IT Systems Support Technician (IT Tech).

ESSENTIAL DUTIES

Duties include, but are not limited to, the following:

- Maintains and recommends IT equipment and software acquisitions, maintenance, repairs, and upgrades for YoloTD. Conducts authorized upgrades and procurement on a timely basis.
- Provides functional supervision for the IT Tech position which includes providing guidance, training and resources for assigned tasks and providing performance feedback to the Director of Transit Operations
- Maintains the day-to-day activities of the facility and building technology, including security gates, access control doors, vault and fare collection systems, and fueling technology.
- Coordinates with onsite bus contractor for carrying out facility maintenance activities that are within their sphere of responsibility, as well as other offsite contractors who are responsible for maintenance of specialize hardware, software and equipment.
- Conducts periodic inspections to assess facility conditions and identify areas for improvement or repair to report back to the Director of Transit Operations.
- Assists in proper and timely maintenance, repairs, use, updates, and upgrades of YoloTD vehicle location system by vendor and YoloTD personnel.
- Supports the development, implementation and maintenance of YoloTD websites, in coordination with the Communications and Marketing Specialist and third-party contractors.
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- Maintains, repairs, provide frequent file back-up of all YoloTD servers and computers.
- Ensures the proper maintenance and repairs of sign making machine, printers, plotters, and other office/IT equipment that are not the responsibility of the bus contractor.
- Maintains, updates, and provides to bus contractor timely information for re-programming electronic destination signs on buses.
- Serves as network administrator for YoloTD.
- Monitors the development, customization, and maintenance of database systems for customer service-related reports, ridership, fare reports, financial reports, accidents, and other statistical reports.
- Monitors electronic photo identification system use, maintenance, and repairs
- Oversees proper maintenance, repairs and availability of T-1 lines, email system, agency wide calendar, and other shared IT systems.
- Monitor, retrieves, stores, and maintain organized inventory of incidents captured by video surveillance recordings on buses and at facilities both on and off YoloTD property.
- Oversees and implements fare payment systems including universal fare cards, contactless payment systems, mobile pay.
- Oversees proper maintenance, repairs, use, and upgrades of YoloTD phone system.

SEE JOB DESCRIPTION FOR FULL LIST OF DUTIES





QUALIFICATIONS

Education/Experience

- Graduation from an accredited college with a Bachelors Degree in computer science or a closely related field, **AND**
- Five years of experience managing the most complex systems and programming projects

OR

- Three years of additional experience may be substituted for the required education

Knowledge of

- Computer and IT systems configuration and design
- Technology tools and systems used in public transit, municipal fleets, and/or the broader transportation sector
- Project administration principles and techniques
- Information Technology strategic planning, needs assessments
- Management tools and techniques such as work plans, budgets, timelines and procurement processes

Ability to

- Install and maintain systems support software and hardware
- Provide technical guidance and expertise to YoloTD staff
- Provide technology systems training relating to systems software and hardware installation, implementation and maintenance
- Analyze and evaluate software statistical data and components
- Communicate effectively both orally and in writing
- Determine functional requirements and specifications of hardware and software systems
- Review technical merit and feasibility of computer systems
- Research and prepare recommendations relating to improvements, modifications, functional requirements and specifications, and equipment procurement
- Identify, analyze and evaluate problems and concerns relating to performance and operation of computer systems software
- Maintain effective working relationships with those contacted in the course of work

SEE JOB DESCRIPTION FOR FULL LIST OF QUALIFICATIONS

BENEFITS

FLSA Exempt | At-Will

Annual Salary

\$105,618 – \$138,443

The starting salary will be commensurate with the experience, qualifications, and skills of the successful candidate within the salary range.

Insurance

May participate in health, dental, and vision programs. The District pays 90% of the lowest health premium offered by CalPERS for non-management employees and eligible dependents.

Pension

CalPERS 2.5% @ 55 for classic members and 2% @ 62 for new employees (employee pays the employee portion).

Deferred Compensation

Voluntary deferred compensation plan.

Paid Vacation

Accrues up to 80 hours annually, increasing after 3 years.

Paid Holidays

12 fixed holidays annually.

Sick Leave

Accrues up to 96 hours annually.

Floating Holidays

Up to 28 hours annually, contingent upon hire date.

Life Insurance

\$50,000 life insurance policy.

Other Benefits

Retiree Health. Optional pretax flexible spending account, and dependent care account.

Option for Hybrid Work

This position is in-person at the YoloTD office located in Woodland, CA. At the discretion of the Executive Director, remote work may be allowed up to two days a week.

WE ARE YOLOTD

Providing seamless, sustainable mobility solutions to help Yolo communities thrive.

Yolo Transportation District (YoloTD) is the driving force behind transportation in Yolo County. Yolobus, our flagship service, connects urban and rural communities, including Davis, Winters, West Sacramento, Woodland, Sacramento International Airport, and downtown Sacramento.

We are also Yolo County's primary multimodal transportation planning agency, collaborating with local, regional, state, and federal partners. Our office is situated near Woodland's historic downtown, a great place to live and work. With 20 full-time employees and around 100 contracted staff, we ensure efficient public transit services. Our Board of Directors, representing Yolo County cities along with members from Caltrans and UC Davis, guides our initiatives. Join us in advancing Yolo County's transportation landscape.



APPLY TODAY

To be considered, please submit a resume, cover letter, and application (Applications are available at YoloTD.org/Jobs). Applicants may submit their materials by:

EMAIL

jobs@yctd.org

IN-PERSON

350 Industrial Way
Woodland, CA 95776
*The office is open M - Th, 9AM - 4PM.
We are closed between 12 - 1PM.*

MAIL

ATTN Human Resources
350 Industrial Way
Woodland, CA 95776

The deadline to submit is Friday, August 1, 2025 at 5:00 pm.

If you have any questions regarding the recruitment, please contact:

Human Resources Department
350 Industrial Way, Woodland, CA 95776
(530) 661-0816 | jobs@yctd.org

At the Yolo Transportation District, we are committed to fostering an inclusive and diverse work environment. We embrace and celebrate the unique qualities, perspectives, and experiences of our employees, which make our organization stronger. We are an equal-opportunity employer and do not discriminate on the basis of race, color, religion, sex, gender, marital status, national origin, age, mental and physical disability, or any other protected status. We believe in creating a workplace where everyone has an equal opportunity to contribute, grow, and thrive. We encourage all qualified individuals, including those from underrepresented backgrounds, to apply and join us in our mission to provide safe, efficient, and accessible transportation services for our community.