



San Francisco International Airport
is accepting applications for the position of

Chief Financial Officer

0955 - Deputy Director V



San Francisco International Airport

SFO is a world-class airport that serves nearly 58 million passengers annually. SFO offers nonstop flights to 51 international cities on 43 international carriers. The Bay Area's largest airport also connects nonstop with 86 U.S. cities on 12 domestic airlines.

SFO's mission is to provide an exceptional airport in service to our communities, and its core values are Safety and Security, Teamwork, Excellence, and Care. The airport is committed to redefining air travel by providing the highest level of service to their guests.



SFO is governed by the Airport Commission, a five-person body appointed to four-year renewable terms by the Mayor of San Francisco. The Commission appoints the Airport Director. SFO operates under the rules, regulations, and authority of the Federal Aviation Administration (FAA), a branch of the Federal Department of Transportation. The Airport maintains full compliance with these regulations as well as those of the Transportation Security Administration (TSA) and the Federal Aviation Administration. The Airport, as part of the San Francisco City and County government, is subject to all relevant provisions of the Charter of the City and County of San Francisco and other related codes and ordinances. The Airport Director Ivar C. Satero, is responsible for the day-to-day operation of the Airport.

The Airport, an enterprise department of the City & County of San Francisco, has a workforce of approximately 1,700 City employees and strives to be a [diverse, equitable, and inclusive](#) employer. For more information, visit www.flysfo.com and watch this [video about careers at SFO](#).

The Position

The Chief Financial Officer (CFO) position is an outstanding career opportunity to join a high-performing and world class organization. The CFO serves as SFO's chief financial strategist and is responsible for the financial development and management of SFO's operating budget, financial and fiscal programs, and on-going enhancement of the Airport's revenue. The Airport's annual operating budget is \$1.2 billion with a Capital

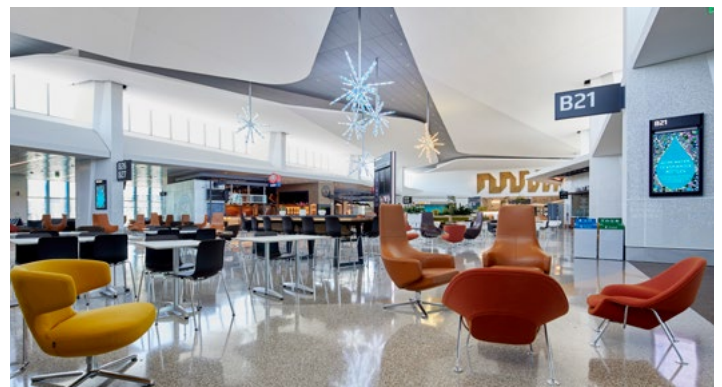
Improvement Plan and Infrastructure projects consisting of \$7.8 billion. The CFO also is responsible for accounting, finance and debt issuance and management, forecasting, establishment of rates and charges, strategic planning, job costing, deal analysis and negotiations, partnership compliance and risk management. As a key member of SFO's executive leadership team, the CFO advises on long-term financial and business planning that exemplifies SFO's mission, core values, and strategic plan.

The CFO reports to the Airport Director and manages a team of approximately 73 employees which include the Airport Controller; Managing Director of Finance; Risk Manager; and Manager – SFO Medical Clinic Interim Service Line Director.

The Chief Financial Officer will perform the following:

Leadership: Directs the development and implementation of timely division goals, policies, and strategic plans; brings a technical and managerial competency in accounting and control, auditing, budgeting and forecasting, financial analysis and planning, debt issuance and management, and risk analysis and management; manages the allocation of resources and service levels to meet client needs; oversees the operation of division functions, activities and programs; sets objectives and manages the performance of subordinate staff engaged in defined activities. Leads the development and continuous evaluation of short and long-term strategic financial objectives. Responsible for all strategic and tactical matters related to budget management, cost benefit analysis, forecasting needs, and securing of new funding. Manages the allocation of resources and service levels to meet the Airport's 5-year Strategic Plan.

Monitors the organizational structure, staffing, service levels, and administrative systems required to accomplish the goals and objectives effectively and efficiently. Directs the development and implementation of the operational budget and monitors expenditures to ensure adherence to the approved budget. Embraces and models the Airport's Core Values of Safety and Security, Teamwork, Care, and Excellence.



Forward-thinking and Outcome Focused: Identifies, develops and executes analysis of business initiatives; utilizes forward-looking models and activity-based analyses to provide financial insight into the Airport's plans and operating budget; evaluates and advises on the impact of long-range planning, introduction of new programs/strategies and regulatory action. Directs, plans, and implements policies, objectives or activities of businesses to ensure continuing operations to maximize returns on investments or to increase productivity; analyzes operations to evaluate performance of the business in meeting objectives to determine areas of potential cost reduction, program improvement or policy change.

Inclusive and Collaborative Team Builder: Creates an environment that encourages accountability, high standards, and innovation to consistently deliver positive operational results. Communicates with leadership to align and obtain input and feedback on strategies, initiatives, priorities, and business growth opportunities. Partners with stakeholders to build out financial and business goals for each fiscal year.

Relationship Management: Establishes strong professional relationships in the internal and external SFO communities. Regularly interfaces with stakeholders to better understand financial issues impacting current and future business initiatives and to provide regular updates. Works collaboratively with a wide range of governmental agencies, committees, task forces, airline officials, legislative entities, consultants, and other City departments. Represents SFO before commissions, boards, committees, and representatives from federal, state and local agencies.

Business Excellence: Builds a high-performing organization which integrates financial, business development and customer experience. Develops and implements strategies for optimizing performance with the goal of meeting or exceeding the established financial business performance benchmarks.

The Ideal Candidate

Operating Expenses FY2019			Operating Revenues FY2019		
	\$ Amount (In Millions)	Percent		\$ Amount (In Millions)	Percent
Personnel	\$290.1	38%	Aviation	\$565.6	58%
Depreciation	268.8	35%	Concession	161.9	17%
Contractual Services	91.5	12%	Parking & Transportation	165.5	17%
Repairs & Maintenance	38.5	5%	Net Sales & Services	87.4	9%
Services Provided by Other City Departments	29.6	4%	Total	\$980.4	100%
Light, Heat & Power	25.0	3%			
Materials & Supplies	14.9	2%			
General & Administrative	2.8	0%			

An exciting opportunity has arisen for an experienced, innovative, financially astute and business minded individual to join the Executive Leadership Team at SFO. The ideal candidate should be a passionate leader who has a deep and granular understanding of all facets related to astute financial leadership in a large complex organization with significant government regulation. This leader will provide sophisticated financial acumen in the core financial management including accounting and control, auditing, budgeting and forecasting, financial analysis and planning, debt issuance and management, and risk analysis and management.

The ideal candidate will have the following personal and professional qualities, skills, and characteristics:

Strategic Leader: The ideal candidate will have a proven record of converting strategy into effective execution. The CFO will also be a collaborative leader with the ability to manage staff in a manner that fosters teamwork and reflects SFO's Core Values.

Strategic Thinker and Problem Solver: The ideal candidate will have knowledge of data analysis and forecasting methods to influence operational decision-making that yields the greatest value for the organization and aligns to the Airport's 5-year Strategic Plan. The CFO will exercise a high degree of initiative and independence of action while exhibiting integrity, confidentiality, outstanding judgment and advanced business skills.

Relationship Builder: The ideal candidate will have the ability to build and sustain excellent relationships at multiple levels internally and externally with various stakeholders. A persuasive communicator, the CFO will have the ability to effectively motivate, manage and coach while fostering an atmosphere of collaboration and partnership across SFO and with government agencies. The CFO will approach this position with an enthusiastic style that welcomes input and encourages teamwork and diversity, contributing to SFO's overall success.

Business Acumen: The ideal candidate will have a strong understanding of finance and business concepts and practices; extensive business and finance development



and management experience from a global airport perspective; knowledge of current and forecasted aviation matters and other events that can affect revenue and facility planning. The CFO will be an excellent communicator and negotiator with the ability to convey complex fiscal ideas verbally and in writing to multiple levels of the organization and external stakeholders. This leader will also be able to address time-sensitive and urgent matters related to complex financial and business matters and operations.

Qualifying Education & Experience

Education: Possession of a bachelor's degree from an accredited college or university; and

Experience: Six (6) years of managerial experience in finance in a supervisory capacity.

Note: Airport financial experience is preferred but not required. Master's degree in Business and Finance is also preferred.

Appointment Type

Permanent exempt full-time: This position is exempt from Civil Service rules pursuant to San Francisco Charter Section 10.104 and serves at the discretion of Appointing Officer.

Compensation

The normal salary range is \$189,046 to \$241,228. Appointments above this range, up to \$279,240 annually based on experience/qualifications, may be considered for a top candidate, and requires a special approval process.

The City & County of San Francisco's (CCSF) benefits package can be found at: <http://sfdhr.org/benefits-overview>.

Other outstanding benefits offered with this position include:

- Medical, Dental and Life Insurance; Long-term Disability Plan
- Defined Retirement Plan; Deferred Compensation; and Social Security

- Paid Management Training Program; Wellness Program including free onsite gym facilities
- Vacation/Holiday/Sick Time; and Administrative Leave

How to Apply

The Chief Financial Officer (CFO) position is being conducted on a national basis by our executive search consultants, The Hawkins Company. They will review all written materials submitted and will screen and evaluate all candidates. The most highly qualified candidates will be invited to participate in a formal selection process. This is a confidential process and will be handled accordingly throughout the various stages of the recruitment. References will not be contacted until mutual interest has been established. **Candidates are encouraged to apply by September 4, 2020.** This position will be considered "open" until a final selection is made.

Interested and qualified candidates are encouraged to submit a letter of interest, including major accomplishments, and resume, electronically to sfo.cfo@thehawkinscompany.com. Preference is for electronic submissions however materials may be mailed to:



THE HAWKINS COMPANY

8939 S. Sepulveda Blvd., #110-216
Los Angeles, CA 90045

Confidential inquiries are encouraged and should be directed to: Bill Hawkins, (310) 348-8800, bill@thehawkinscompany.com or Yonnine Hawkins Garr, (323) 252-1655, yonnine@thehawkinscompany.com.

The candidate selected for employment will be required to obtain Transportation Security Administration (TSA) Security Clearance.

The City & County of San Francisco is an equal opportunity employer, values workforce diversity and seeks to create an environment and culture that embraces employee differences. All qualified applicants are considered in accordance with applicable laws, prohibiting discrimination on the basis of race, religion, color, gender, age, national origin, sexual orientation, physical or mental disability, marital status or veteran status or any other legally protected status. We will provide assistance in the recruitment, application and selection process to applicants with disabilities who request such assistance.

