

JOB ANNOUNCEMENT



Management Development Program Grade 25



The Greater Cleveland Regional Transit Authority's Management Development Program (MDP) is designed to develop cross business, cross-functional expertise through rotational positions. MDP participants will make a commitment to career development, importing new skill sets, facilitating cultural transformations, intended to develop a continuum of new leaders for Greater Cleveland Regional Transit Authority (GCRTA). Program participants will understand the criticality of the organizations' functions to fill needs as required by the Greater Cleveland Regional Transit Authority. **There are up to four openings.**

JOB SUMMARY: The Management Development Program rotational structure is designed to provide a variety of work experiences that will help shape participants leadership skills and overall business acumen for the transit industry. Management Development participants will go through:

- 22 month program commitment, with four challenging rotations throughout GCRTA divisional areas including Operations, Human Resources, Management & Budget, and Internal Audit. Commitment to full-time managerial/leader opportunities upon successful completion of the 22 month program.
- Prospective rotational assignments will include (but not limited to): Operations, Human Resources, Budget, and Internal Audit.
- Cross-business unit projects, and visibility with senior leaders
- Development of leadership, problem solving, project management, technical, and analytical skill sets
- Mentoring, teambuilding, on-going reviews, and defined deliverables within each rotation
- Continuous training and seminars (onsite, offsite)

MINIMUM REQUIREMENTS: Applicants must have strong oral and written communication skills, demonstrated leadership ability, strong business acumen, and a record of academic achievement. Applicants must have a Bachelors Degree (or Bachelors Degree recipient by June 2012) in Business Administration, Operations Management, Human Resources, Transportation Planning, Public Administration, or related area from an institution accredited by the Higher Learning Commission and/or the United States Department of Education. This is an entry-level position; applicants must have no more than a maximum of two (2) years of professional work experience. Applicants must have at least one relevant internship/co-op experience within their given major. Applicants must be able to make a 22 month commitment to the Management Development Program, understanding the opportunity for permanent employment at the conclusion of the program. A minimum cumulative GPA of 3.25 or higher is required.

STARTING SALARY RANGE: \$42,000 to \$45,000 annually.

FILING OF RESUMES: Resumes must be received in the Human Resources Department of the Greater Cleveland Regional Transit Authority by e-mail to MDP@gcrta.org, by FAX (216) 781-4669, or mail to 1240 West 6th Street, Cleveland, Ohio 44113. **Resumes will be accepted until position(s) are filled.**

SELECTION PROCESS: This is a non-bargaining exempt level position. The selection process will include one or more components to demonstrate applicants' knowledge, skills and abilities in job related areas. These may include exercises such as practical demonstrations, written communications, oral interviews and/or competency assessments.

AN EQUAL OPPORTUNITY / ADA EMPLOYER / A DRUG FREE WORKPLACE

Job Grade: 25
Date: January 27, 2012

Web Site Address: www.rideRTA.com
E-mail Address: MDP@gcrta.org
Job Announcement No.: 2012-12

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