**Class Summary**

The responsibilities of this classification include managing, supervising and directing all operations, maintenance, and repair of Streetcar equipment, facilities, infrastructure, and related systems. Incumbents provide advice and counsel to City of Seattle and County Transit officials regarding strategic policy and issues related to implementation; providing leadership and direction to staff in all facets of Streetcar operations and maintenance.

**Distinguishing Characteristics**

This is a single level classification. This classification is distinguished from other Transit Superintendent classifications in that the work involves managing the maintenance and repair of traction power electrical system, signal system, track and track switches, communication system, signage, SCADA and related systems, and equipment and components that support Streetcar operations. Work includes achieving performance improvement and operational goals, and establishing the systems and processes required to fulfill those goals. Work also includes determining, ensuring and allocating all required personnel, financial, physical plant and equipment resources; supervising subordinate supervisors and staff; ensuring compliance and establishing procedures consistent with all Transit Division and Streetcar operating policies and procedures, as well as all applicable local, state and federal codes and regulations; analyzing, forecasting and reporting on fleet performance, maintenance and repair trends, costs and performance metrics; and participating as a key member of the Streetcar management team. Work is performed independently under the general supervision of a higher-level transit manager.

**Examples of Duties**

1. Establish strategies, goals, objectives and performance indicators to improve and enhance Streetcar operating and maintenance performance; ensure conformance with all contractual and regulatory requirements as well as industry standards and best practices.
2. Develop, plan and schedule maintenance management and preventive maintenance programs to ensure optimum use, sustainability and performance of Streetcar equipment and infrastructure; ensure maintenance operations are in conformance with all contractual and regulatory requirements.
3. Direct work, plan and oversee operations, maintenance, repair, and adherence to quality control standards; inspect and resolve technical issues related to track, signal, communication and electrical projects; perform final inspection and acceptance on complex projects.
4. Coordinate the execution of track, signal and electrical work with other agencies, utility companies, engineering firms and contractors; ensure compliance with all contract and work specifications.
5. Supervise administrative support, professional staff and subordinate supervisors; hire staff consistent with assigned hiring authority; create harmonious working relationships with multiple collective bargaining units and ensure consistent application of labor policies, contract provisions and hiring guidelines; fulfill required responsibilities in grievance and arbitration processing and adjudication.
6. Provide guidance and direction to subordinate supervisors and other staff concerning complex or sensitive issues and problems; establish work performance standards and initiate corrective actions when required; review existing operational and administrative policies and procedures, and recommend improvements or modifications to higher-level management.
7. Provide supporting data and recommendations to management in the formulation of the Streetcar budget; manage and administer budget; authorize expenditures within designated authority level; monitor budget and maintain expenditures within approved levels; manage and administer vendor service, supply and other related contracts as required.
8. Participate and represent Streetcar in a wide variety of internal and external work groups, project teams, committees and task forces.
9. Act for higher-level manager as assigned.
10. Perform other duties as assigned.

**Knowledge/Skills**

Knowledge of the infrastructure, components and equipment that comprise a streetcar operating system

Knowledge of the full scope of local, state and federal codes and regulations that apply to the maintenance and repair of streetcar systems and equipment

Knowledge of the principles, practices and industry standards for maintaining streetcar systems, equipment and facilities

Knowledge of the operations, policies and procedures of the Transit Division

Knowledge of human resources management, supervisory principles and federal, state and local laws related to employment, civil rights and affirmative action

Knowledge of the principles, practices and techniques of labor relations that include interest-based or collaborative labor negotiations as well as grievance and arbitration processes

Knowledge of workforce planning and budget administration

Leadership skills

Communication skills

Interpersonal skills

Customer service skills

Skill in planning and delegating work assignments

Skill in conflict resolution, problem solving and negotiation

Skill in statistical and operational analysis

Skill in handling multiple competing priorities

Skill in establishing and maintaining effective working relationships and team building

Skill in staff development and training

Skill in working with a variety of individuals from diverse backgrounds

Ability to work independently and as a team member

Skill in using current office software programs including word processing, spreadsheet, database and email

**Education and Experience Requirements**

Bachelor’s degree in Business Administration, Mechanical or Industrial Engineering, or related field, including two years experience in public light rail transportation and four years increasingly responsible supervisory/management experience

Or any combination of experience/education/training that provides the required knowledge, skills and abilities to perform the work

**Licensing, Certification and Other Requirements**

Valid Washington State Driver License or the ability to travel throughout the county in a timely fashion

Some licenses, certifications and other requirements determined to be necessary to meet the business needs of the employing unit may be required.

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| **FLSA Designation** | Exempt (Administrative) |
| **Service Status** | Career Service |
| **EEO Code** | 7 |
| **Levels within same series** | None |
| **Class History** | Created 6/2015 |