

LOUISVILLE METROPOLITAN SEWER DISTRICT
invites applications for the position of:



**Collections System Supervisor
(Maintenance Supervisor)**

SALARY: \$29.66 - \$45.62 Hourly
\$61,692.80 - \$94,889.60 Annually

OPENING DATE: 05/20/21

CLOSING DATE: 06/03/21 11:59 PM

JOB SUMMARY:

Supervises skilled-trades and contract vendors in operations, corrective maintenance, preventive maintenance and facility modification in the collections system. Plans, specifies, procures equipment and determines installation methods to maintain the design capacities of collection facilities. Supports Engineering with design review, condition assessments, construction and start-up of facilities and projects.

ESSENTIAL JOB FUNCTIONS:

Supervises corrective maintenance, preventive maintenance and facility modifications for all skilled-trades and contract vendors. Conducts daily meetings and assigns work. Evaluates and troubleshoots failed or failing equipment for corrective action. Develops and implements plans for facility maintenance and improvement, working with staff, contractors and Engineering. Procures parts, materials and equipment. Evaluates performance of subordinates. Administers disciplinary action. Schedules time off. Participates in personnel matters. Schedules unit personnel for overtime. Works with Engineering to review capacity requests, reviews designs for facility construction and modifications and assists in facility start-up. Works with Performance Metrics to develop preventive maintenance plans for facilities and equipment. Reviews invoices and approves payment of contract services, materials and supplies.

KNOWLEDGE, SKILLS AND ABILITIES NECESSARY TO THE WORK:

Knowledge of advanced electrical, mechanical instrument and control equipment; knowledge of wastewater collection principles; knowledge of basic construction and equipment layout; knowledge of various codes and regulations (OSHA, NEC, NFPA 70E, etc.); skill in blueprint reading; skill in operating a PC and associated Windows environment software (e.g. Microsoft Office Suite); skill in managing multiple priorities; ability to supervise a diverse workforce; ability to operate various software (e.g. SAP, LOJIC, Hansen, Outlook, eB, etc.); ability to troubleshoot and resolve problems; ability to communicate effectively both orally and in writing; ability to perform physically demanding tasks as outlined above; ability to work under adverse working conditions such as inclement weather; ability to work effectively under heavy, unpredictable

surges in workload; ability to work outdoors; ability to work 24 hour emergency response, various shifts and weekends.

MINIMUM REQUIREMENTS:

Associate Degree in electrical or mechanical maintenance or a related field; five or more years electrical, instrumentation or mechanical maintenance experience; an equivalent combination of education and experience may be substituted. Must possess a Class III Kentucky Wastewater Collections License or obtain within 6 months of eligibility. Must possess a valid driver's license. Must have an acceptable and reliable means for being contacted during off-duty hours. Must have safe work and driving habits. Certified journeyman of electrical or mechanical systems preferred.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.louisvillemsd.org>

700 W. Liberty Street
Louisville, KY 40203

Position #21-065
COLLECTIONS SYSTEM SUPERVISOR (MAINTENANCE SUPERVISOR)
MF

hr@neogov.com

Collections System Supervisor (Maintenance Supervisor) Supplemental Questionnaire

* 1. Do you have a valid driver's license?

Yes No

* 2. What is your highest level of education completed?

- No H.S. diploma or GED
- High School Diploma or GED
- Some college, no degree
- Associate Degree
- Bachelor Degree
- Master's Degree
- Other Graduate Degree

* 3. How many years of experience do you have in electrical, instrumentation or mechanical maintenance?

* 4. Do you have a Class III Kentucky Wastewater Collections license?

Yes No

* Required Question