**Class Summary**

The responsibilities of this classification include managing, supervising and directing all maintenance and repair of the rail track, structures, and signal communication infrastructure and related systems and equipment.

**Distinguishing Characteristics**

This is a standalone classification. This classification is distinguished from other Transit Superintendent classes in that this class is responsible for supporting maintenance and repair of the rail track, structures, and signal communication infrastructure. Work is performed independently under the general supervision of a higher-level transit manager.

**Examples of Duties**

1. Supervise subordinate supervisors and staff; ensure compliance with all Transit operating policies and procedures as well as all applicable local, state and federal codes and regulations; establish work performance standards and initiate corrective actions when required.
2. Analyze, forecast, and report on maintenance and repair trends, costs, and performance metrics; and participate as a key member of the management team.
3. Develop, plan, and schedule maintenance management and preventive maintenance programs to ensure efficiency of light rail equipment and infrastructure; ensure rail maintenance operations are in conformance with all contractual and regulatory requirements.
4. Coordinate the execution of track and signal work with other agencies, utility companies, engineering firms and contractors; ensure compliance with all contract and work specifications. Review and approve construction plans and specifications; negotiate joint use contracts.
5. Develop contingency and emergency operating plans and procedures; establish operating policies and procedures to ensure work complies with safety and quality standards and applicable codes.
6. Manage and administer rail maintenance budgets; authorize expenditures within designated authority level; manage and administer vendor service, supply and other related contracts as required.
7. Develop and implement emergency response plans; establish and implement work safety programs and policies; develop and implement employee training on emergency response and safety protocols, practices and procedures.
8. Participate and represent the division in a wide variety of internal and external work groups, project teams, committees and task forces.
9. Perform other duties as assigned.

**Knowledge/Skills**

Knowledge of transit operations, policies, and procedures

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

Knowledge of local, state, and federal codes and regulations that apply to the maintenance and repair of light rail systems and equipment

Knowledge of the principles, practices and industry standards of maintaining light rail systems, equipment, and facilities

Knowledge of federal, state and local laws related to employment, civil rights, and affirmative action

Knowledge of the principles, practices, and techniques of labor relations

Knowledge of workforce planning and budget administration

Skill in written and verbal communication

Skill in planning and delegating work assignments

Skill in conflict resolution, problem solving, and negotiation

Skill in statistical and operational analysis

Skill in staff development and training

Ability to work in adverse weather events and other emergencies

Ability to effectively engage in and sustain relationships with people from diverse cultures and socio-economic backgrounds

Ability to work independently and as a team member

Demonstrated proficiency with business applications, such as Microsoft Office suite

**Education and Experience Requirements**

Bachelor’s degree in Business, Public Administration, or related field and increasingly responsible experience in the transportation field including supervisory and/or management experience

OR any combination of experience and education that provides the knowledge, skills and abilities to perform the essential functions of the job

**Licensing, Certification and Other Requirements**

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

Additional 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 (Executive) |
| **Service Status** | Career Service |
| **EEO Code** | 2 |
| **Levels within same series** | None |
| **Class History** | 12/2018 - Created |