**Class Summary**

The responsibilities of this classification include oversight and supervision of assigned staff in the inspection, service, maintenance, and repair of rail electrical systems, associated infrastructure, and assigned equipment.

**Distinguishing Characteristics**

This is a standalone classification. Work involves daily supervisory oversight of employees and performance of administrative functions to ensure the assigned area of responsibility supports the daily delivery of rail services and complies with applicable provisions of the Intergovernmental Agreement with Sound Transit. Work also involves developing and managing power system design criteria, testing requirements, maintenance programs, and system technical documentation, and ensuring power system components are designed and maintained to the highest applicable safety and industry standards.

Work requires establishing effective and collaborative labor relationships, and application of applicable labor agreements; monitoring maintenance operations, responding to and resolving emergent problems and critical incidents; ensuring compliance with operating policies and procedures as well as applicable local, state, and federal rules and regulatory requirements; identifying and evaluating electrical system deficiencies, recommending corrective actions and coordinating remedial actions with appropriate Rail and Transit Division staff; monitoring labor costs, identifying cost containment strategies and recommending procedures to streamline operations and improve performance; and coordinating and supporting the roll-out of varied special projects, service and equipment changes/enhancements, technology improvements, staff training, and similar initiatives. Work is performed independently under the general supervision and direction of a Rail Power Superintendent.

**Examples of Duties**

*When assigned to Traction Power Distribution:*

1. Supervise, plan, assign and review the work of Rail Electrical Workers performing skilled, journey-level electrical work in the maintenance, repair, and upgrade of catenary and substation power system components and auxiliary equipment including overhead contact lines, underground feeders, switches, transformers, rectifiers, relays, programmable logic controllers and related components; train staff to work safely and effectively in energized, high-voltage working environments, comply with all safety requirements and Lockout/Tagout protocols and procedures; ensure staff maintains required qualifications and certifications.
2. Develop and manage traction power operations, preventive maintenance, inspection, and repair programs.

*When assigned to Facilities Power Distribution:*

1. Supervise, plan, assign and review work of Rail Transit Facilities Electricians performing skilled, journey-level electrical work in the maintenance, repair, and upgrade of Rail electrical facilities, systems, equipment, low and high voltage electrical components, and the power distribution infrastructure; train staff to work safely and effectively in energized, high voltage working environments.

*Assigned to all Transit Chief – Rail Power positions:*

1. Serve as a representative and point of contact for consultants, contractors, and engineers engaged in the design, construction, and maintenance of rail power systems and components.
2. Direct and ensure a timely and appropriate response to service disruptions, weather emergencies, and critical incidents; coordinate response with Power Superintendent, Link Control Center, and other internal and external agencies as appropriate; investigate and prepare responses to customer complaints regarding traction power services and staff.
3. Identify, evaluate, and recommend service quality, workplace and business process improvements; monitor daily labor costs and modify operations when necessary to achieve performance improvement targets while maintaining established rail service levels; implement safety, technology, attendance, security, training and similar initiatives, projects, and procedures.
4. Establish and maintain a collaborative and effective labor relations environment; ensure daily operations and personnel actions conform with the terms of negotiated agreements; confer with labor representatives to discuss and resolve issues; escalate issues to Superintendent or Transit Labor Relations staff as appropriate; may be delegated authority for first-step grievance determinations on a case-by-case basis; testify at arbitration, unemployment and related hearings as requested.
5. Manage employee absenteeism, vacation change requests, sick/injury leaves, and related ADA/FMLA/KCFML/WFLA processes and requirements for assigned employees; review and approve leave requests consistent with staffing needs, employee preferences where possible, and applicable County policy/procedures and bargaining agreements; review, correct and approve payroll; administer federal safety-sensitive drug and alcohol testing program for assigned employees.
6. Interview and recommend a selection of staff; provide employees with training and development opportunities as available; counsel staff on effective customer relations and safety strategies; evaluate staff performance through record reviews and performance appraisals; counsel employees on performance improvement requirements when needed; conduct investigations into allegations of employee misconduct, harassment, negligence, policy/procedure violations, and similar assertions; determine appropriate follow-up actions including counseling, training and appropriate disciplinary actions in consultation with the Superintendent, Human Resources and Labor Relations as required.
7. Ensure compliance with all Rail, Transit, and County policies and procedures governing safety-sensitive positions, employment, worker safety, and related areas as well as with applicable local, state, and federal laws.
8. May be assigned to participate in internal and external work groups, project teams, committees, and task forces; coordinate operations, service delivery, and operating needs with appropriate staff throughout the Transit Division as required.
9. Act as Superintendent as assigned.
10. Perform other duties as assigned.

**Knowledge/Skills**

Knowledge of the theory, operation, maintenance, overhaul, repair, and troubleshooting of electrical, electronic, hydraulic, and pneumatic systems used in traction power and Rail facility systems

Knowledge of applicable national, state, and local electrical codes and requirements

Knowledge of rail operations and the principles, practices, and methodologies involved in the delivery of light rail services

Knowledge of the regulatory and statutory requirements that apply to light rail operations

Knowledge of the policies and procedures of the Rail Division and applicable County policies

Knowledge of the principles, practices, and techniques of effective preventive maintenance operations and performance management

Knowledge of effective supervisory principles and practices as well as federal, state, and local laws related to employment, civil rights, and affirmative action

Knowledge of the principles, practices, and techniques of labor relations including interest-based or collaborative labor negotiations, grievance, and arbitration processes and relevant labor agreements

Knowledge of fundamental human resource practices and workforce planning

Knowledge of automated maintenance management information systems

Leadership skills

Communication skills

Customer service skills

Skill in achieving performance and operational goals

Skill in planning and delegating work assignments

Skill in staff development and training

Skill in conflict resolution, problem-solving, and negotiation

Skill in fundamental data analysis of operational problems

Skill in handling multiple competing priorities

Skill in managing and working with a variety of individuals from diverse backgrounds

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**

And any combination of education and experience that clearly demonstrates the ability to perform the job duties of the position

**Licensing, Certification and Other Requirements**

Washington State Driver License

Must pass drug and alcohol testing provisions for safety-sensitive positions as required by the U.S. Department of Transportation, 49 CFR Parts 40 and 655

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** | 06/2013 – Created08/2022 – Updated Content |