

Mass Transit Maintenance Supervisor

Nature of Work

This is semiskilled and some skilled maintenance work involving the supervision routine care, cleaning, and maintenance of Mass Transit vehicles owned and operated by the City of Pigeon Forge. Activities associated with the job include assisting with operating vehicles, machines and equipment utilized for Mass Transit operations, assisting with the installation of specialized equipment and installing banners and other decorations. Additional activities include preparing a variety of surfaces for painting, performing basic electrical and mechanical repair assignments and troubleshooting and repairing a variety of electrical and electronic equipment. Job related duties require considerable knowledge of vehicle maintenance, cleaning, and repair activities, sufficient strength and agility to perform the physically demanding aspects of the job in a variety of weather conditions, good organizational, interpersonal and decision making skills and ability to perform job assignments in a consistent and dependable manner. Job performance is evaluated by the Mass Transit Director through review of the level of technical expertise in vehicle maintenance and repair, support provided for Mass Transit operations, quality and quantity of work performed, organizational, interpersonal and decision making skills and ability to adhere to established operational policies and procedures in a consistent and dependable manner.

Illustrative Examples of Work

- Supervises and directs the daily activities of Mass Transit Maintenance Technicians and Mass Transit Maintenance Support Technicians.
- Operates specialized motorized equipment including trucks utilized for Mass Transit operations.
- Oversees and performs routine preventive maintenance and mechanical repair activities on Mass Transit vehicles and equipment.
- Installs specialized equipment and performs routine maintenance activities when required.
- Assists with making decisions on the repair and maintenance of public Mass Transit vehicles including needed repairs, vehicle warranties, etc.
- Oversees and makes changes as needed to the AVL system for the Mass Transit vehicles.
- Installs banners and assists with special events when required.
- Performs basic electrical and mechanical repair assignments.
- Ensures the proper functioning of all vehicle systems and mechanical components including hydraulic systems, brake systems, transmission components, etc.
- Oversees and ensures the thorough and timely cleaning and washing of all public Mass Transit vehicles.
- Troubleshoots and repairs a variety of electrical and electronic equipment.
- Assists with installing a variety of informational signs when required.
- Assists with snow and ice removal when necessary.
- Performs related duties as required.

Necessary Requirements of Work

Graduation from and accredited high school or GED program with supervisory experience in a related field; Must be 21 to obtain a CDL, knowledge of equipment and machinery utilized for Mass Transit operations, sufficient strength and agility to perform the physically demanding aspects of the job; good interpersonal, organizational and decision making skills; ability to consistently perform job assignments in an appropriate, timely and dependable manner; or any equivalent combination of education and experience to provide the following knowledge, abilities and skills:

- Considerable knowledge of industrial cleaning methods and practices including the safe utilization of solvents, polishes and detergents.
- Considerable knowledge of electrical, electronics and mechanical controls and systems.
- Considerable knowledge of basic troubleshooting and repair practices utilized for electronic components and systems.
- Considerable knowledge of routine preventive maintenance and repair procedures required for specialized Mass Transit equipment
- Considerable knowledge of the proper preparation of surfaces for painting and use of various types of paint for vehicles only.
- Knowledge of effective supervisory techniques and practices including the selection, evaluation, motivation and discipline and/or discharge of staff.
- Ability to effectively supervise and direct the activities of departmental staff.
- Ability to troubleshoot and repair Mass Transit equipment and machinery in a timely and thorough manner.
- Ability to perform the physically demanding aspects of the job in a variety of weather conditions.
- Ability to perform job assignments in a timely, thorough and dependable manner.
- Ability to consistently adhere to operational policies and procedures.
- Ability to prioritize daily, weekly and monthly assignments in an efficient and effective manner.
- Ability to establish and maintain effective working relationships with co-workers and supervisory staff.
- Skill in the use and operation of tools, equipment and supplies utilized on the job.
- Skill in the operation of motorized vehicles and equipment including trucks

Physical Requirements

- This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects
- Work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, and repetitive motions

- Vocal communication is required for expressing or exchanging ideas by means of the spoken word
- Hearing is required to perceive information at normal spoken word levels
- Visual acuity is required for depth perception, color perception, peripheral vision, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines
- Operation of motor vehicles or equipment and determining the accuracy and thoroughness of work
- Worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions and oils

Necessary Special Requirements

-Possession of a valid Tennessee Commercial Driver's license with air brakes and the ability to be insured at standard vehicle liability rates.

Pigeon Forge, Tennessee
FLSA – Non-Exempt
9/8/23