

Posting Period

August 26, 2016 –
Open Until Filled

Compensation

Starting salary range is
\$7,667/mo - \$9,967/mo

*represents min to mid of range.

Benefits

This position offers an excellent benefits package, including coverage for medical, prescription, dental and vision.

FLSA Status

Non-Represented
(Exempt)

Department

Maintenance

Reports To

Director, Maintenance



For question or inquiries, please contact the Human Resources Department at

hr@portoftacoma.com



Job Summary

This position assists the Director, Maintenance, in the leadership and management of the Port's Facilities Maintenance division. The incumbent will be responsible for directing and managing the maintenance, repair and preservation of maritime facilities, plant facilities, infrastructure and buildings owned or leased by the Port of Tacoma. This position will also supervise represented and non-represented personnel and support the implementation of the department's long and short range business plan.

Primary Functions

- Provides leadership and management of the Facilities Maintenance staff, plans and programs. In collaboration with the Director and staff, effectively directs the development of the department's vision, mission and core competencies to align with the strategic plan of the port. Ensures proper resourcing to deliver best in class service for all maintenance activities for Port buildings, grounds, maritime facilities and infrastructure.
- Assists in the preparation of the departmental capital and operational budgets; monitors and manages daily operational budgets. Delivers essential cost effective services in order to minimize expenses, maximize profits and drive best in class service levels to Port customers.
- Drive the implementation and deliver of the department's short and long range business and strategic plans and key performance metrics and standards.
- Maintains and implements all policies, procedures and standards.
- Responsible for providing effective supervision of direct reports and for developing high performing teams.
- Serve on the port's labor relations committee. Maintains positive and collaborative relations with the represented workforce. Direct, coordinate, monitor and supervise the interpretation of the CBAs.
- Works collaboratively with Operations, Commercial and Engineering Department in planning major repair and upgrade projects. Coordinate activities and operations that cross dept. span of control.
- Other duties as assigned.

Required Experience and Education

Minimum education requirement is a Bachelor's Degree in Business, Industrial Technology, Engineering or related field.

Previous work experience should include a minimum of seven (7) years of management and leadership experience to include a minimum of five (5) years of progressively responsible experience in the management of a large industrial maintenance department or equipment fleets. Experience working with a unionized workforce is highly preferred. Experience in rail track maintenance and certification in labor relations and contract negotiations is preferred.

Ideal Candidate

This position requires a basic background in buildings, grounds, electrical, plumbing and heavy duty equipment operations and maintenance. The ideal candidate will have knowledge of building codes, regulations, general and preventive maintenance philosophies, commercial and or residential property development and operations. Knowledge of motor pool rail operations, maritime cargo handling equipment and other related auxiliary equipment is highly desired. Proficiency with personal computers, including Office software, and Computer Maintenance Management Systems (CMMS) is required. The successful candidate will have the ability to organize and plan activities for a maintenance dept. and possess working knowledge of applicable codes, environmental codes, safety rules, standards and regulations, including relevant sections of the WAC, NEC, NFPA, etc, is required. The position requires organization and communication skills, which include the ability to justify major expenditures, promote harmonious relations with Labor partners and support a participatory workplace environment, promoting mutual respect and acceptance of the abilities and viewpoints of all employees in a diverse work group. Must retain basic certifications in first aid/CPR. The port seeks an individual who can demonstrated the ability to work independently and with teams under time constraints to meet deadlines and schedules. Organizing and communicating information and concepts, setting priorities, working with multiple projects and dealing with frequent interruptions and changing work priorities are key attributes for success in this role.

This individual must demonstrate a caring customer service attitude, a strong commitment to operational excellence and be able to display behaviors and a commitment to the organization's core values. We value an individual who also brings an impeccable work ethic, is honest and models a high level of integrity. The port wants candidates who display enthusiasm, energy and a drive to succeed. Under the direction of the Chief Executive Officer the organization's culture is built on the following values: Integrity, Customer Service, Competitive Spirit, Courage, Sustainability and Collaboration. The port seeks candidates who can align and model these values both internally and externally and understand what it means to carry out these values in their everyday work. Serves as a resource to employees and leaders who manage and maintain the Port's equipment and facilities in a cost-effective manner to ensure safety, reliability, efficiency and environmental compliance.

Benefits

As an employer of choice, the Port is proud to offer an excellent benefits package. This includes medical, prescription, vision and dental with no out of pocket employee premiums and full coverage for employee, spouse and all eligible dependents. In addition, the Port also offers vacation, twelve paid holidays, sick leave, bereavement leave, participation in the Washington State Public Employees' Retirement System (PERS) and a Port-funded Voluntary Employee Beneficiary Association (VEBA) account for out-of-pocket health related expenses for employees and their eligible dependents. The Port's excellent benefits package is valued between 45%-55% of base salary. Other excellent benefits are also available.

Employment Eligibility

In accordance with the Immigration Control and Reform Act of 1986, all persons offered employment must provide acceptable proof of identity and authorization to work in the United States. Proof will be required prior to employment.

The successful candidate must possess (or obtain within 30 days of employment) a valid driver's license. Candidate must be able to successfully complete a post-offer substance abuse test (includes both drug and alcohol) and background investigation. Candidate must also be able to obtain/maintain a Transportation Worker Identification Credential (TWIC), which is a program managed by the Department of Homeland Security (DHS). Information on this program can be viewed [here](#).

Application Process

All applicants **must** complete a Port of Tacoma application online at <https://careers.portoftacoma.com>. All applications must be submitted on or prior to the closing date. **Only applications meeting the qualifications based on the information provided may be considered for interview.**

THE PORT OF TACOMA IS AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO PROMOTING AND ENCOURAGING DIVERSITY IN THE WORKPLACE.