

Lead (Equipment) - Recruitment #335 (Internal)



Posting Period

February 12, 2016-
February 22, 2016

Compensation

Rate per CBA

FLSA Status

Represented (Non-Exempt)

Department

Equipment Maintenance

Reports To

Director, Equipment
Maintenance

To Apply

<http://hr.tac.port/>



For question or inquiries, please
contact the Human Resources
Department at
hr@portoftacoma.com



Job Summary

This position serves in a lead capacity working with assigned Equipment Maintenance crew(s) and provides general oversight of maintenance, repair and operational support activities, including scheduling and execution of planned maintenance service and repair work, and training and coaching of assigned journey-level persons. This position directly performs maintenance and repairs on equipment, with an emphasis on ship-to-shore container gantry cranes and may assume foreman's duties in the absence of the regularly assigned foreman.

Essential Functions and Duties

- Schedules planned work.
- Directs assigned employees to ensure completion of daily tasks.
- Responsible for checking time cards, writing work orders (including entering related data on desktop computers), ordering parts, materials and making work assignments.
- Assists in training and coaching of assigned personnel.
- Coordinates preventive maintenance and project work with shift foreman and peers on other shifts.
- Assists in the establishment of repair and maintenance standards.
- Performs maintenance and repairs on assets.
- Performs related duties as assigned.

Required Experience and Education

High school diploma, GED or equivalent is required. Formal education beyond high school and trade school training is preferred. Supervisory training and experience preferred.

Must have five years of journey-level experience. Must have First Aid/CPR certification and maintain a valid Washington State driver's license and/or CDL as required.

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Knowledge, Skills, Abilities & Other Work Characteristics

- Ability to follow all Port policies and procedures and to require the same from direct reports.
- Must have a leadership style consistent with the Port of Tacoma “Teamwork” concept. Motivates, and serves as a resource to employees and leaders who manage and maintain the Port’s equipment. Accomplishes work in a cost-effective manner while ensuring safety and environmental compliance.
- Must be an enthusiastic participant in staff meetings, supervisory and technical training.
- Must have the ability to read and accurately comprehend material contained in manuals, specifications, memorandums, regulations and policies pertaining to job responsibilities and employment requirements.
- Working knowledge of applicable electrical codes, environmental codes and safety rules and regulations, along with extensive knowledge of hydraulic, mechanical and electrical equipment systems.
- Must be alert to new methods and equipment that will improve and enhance a safe working environment, expedite job completion and provide cost savings.
- Must be able to communicate effectively both verbally and in writing. Communication style must foster a respectful workplace and build positive customer relations.
- Must be able to estimate job costs and schedule requirements.
- Must consistently treat others with respect. Must understand and be able to effectively communicate how personal and crew job performance relates to the achievement of the Port’s goals and strategic initiatives.
- Must be able to interact with the public and with co-workers, follow instructions, work independently, cope with stress and interact in group situations.
- Must be punctual and have good attendance.
- Must be physically capable of performing the job duties and must be able to work any shift including night shift, weekends and overtime.
- Must possess a working knowledge of applicable safety rules and regulations and other regulatory agencies.
- Must have extensive knowledge in maintenance and repair, including preventive maintenance, renovation of container gantry cranes, straddle carriers, automotive and power equipment, piers, and wharfs.
- Proficient in using Microsoft Office Suite, Maximo 6.2, and eTime.

Employment Eligibility

This position is open to ILWU Local 22 members only.

Application Process

Internal applicants must apply via employee self-service through VISTA and submit their interest in the position.

You can access it at <http://hr.tac.port> and directions are available on [MyPort](#) and attached to the email announcement.