

Posting Period

August 4, 2015 –
August 21, 2015

Compensation

Starting salary range is
\$6,678/mo - \$8,680/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

Operations

Reports To

Sr. Manager, Operations



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



Job Summary

This position is responsible for the movement of cargo through the Port of Tacoma; for planning and coordinating labor and equipment requirements at marine terminal facilities; for maintaining communications with cargo and ocean carrier customers and their agents, U.S. Customs officials, USDA, USCG, Tugboat operations, the Port's customer service and maintenance departments; for performance of supervisory duties and responsibilities; and for cost analysis and rate development support.

Essential Functions and Duties

- Plan and coordinate manpower and equipment requirements including responsibility for coordinating with the Port's Maintenance Department, and for establishing work schedules and priorities for cargo movement.
- Maintain communications with labor, customers, railroads, Port Security and government agents; facilitate vessel berthing and the efficient handling, storing, clearance and movement of cargo.
- Supervise ILWU forepersons/supervisors involved in movement of cargo. Supervise, manage and evaluate ILWU Local 22 Rail Car and Freight Coordinators.
- Responsible for the safe movement of cargo through the Port of Tacoma. Ensures that all staff are working in a safe manner. Advise the safety manager of hazardous working conditions or potential safety hazards in the marine terminal areas and assist in resolution of liability claims with the Port's insurance agent and claims manager.
- Prepare necessary reports and documentation in connection with the cargo movement, i.e., rate quotes, reports on injuries to personnel or damage to cargo, containers or equipment; daily reports on ship movements and terminal activities; instructions for other superintendents detailing planned operations scheduled for other shifts, billing for labor, materials, and equipment in handling project cargo, billing for rental of all port owned equipment.
- Lead meetings and communication with customers, railroads, Puget Sound Pilots, security, maintenance, ships agents, stevedores and tug boat captains and others as necessary to safely and efficiently move cargo through the Port of Tacoma.
- Compile, analyze and maintain statistical data on cost and productivity for specific activities.
- Communicates with the billing department regarding the movement of cargo under the Port of Tacoma's tariff. Maintain effective working relationships with union leaders and administer labor union contracts.
- Maintain contact with the mainline railroads and Tacoma Rail through conference calls; update mainline railroads and Tacoma Rail on train schedule changes, train changes and car requirements.
- Develop methods of handling new commodities and devise improved cargo handling methods; keep abreast of new developments in equipment and cargo handling techniques, and recommend capital improvements.

Required Experience and Education

Bachelor's Degree from a Maritime Academy or in the area of business with specialization in transportation or related discipline.

Minimum of five (5) years' as a stevedore maritime agent or railroad operations. Experience working with cargo related labor force and shipping agent is required. Five (5) years supervisory experience and knowledge of hazardous materials regulations is required.

Operations Superintendent - Recruitment #315

Knowledge, Skills, Abilities & Other Work Characteristics

Must have knowledge of computer technology, operations and hazardous materials regulations. The ability to work as part of team is also required. The ability to work with labor is also essential. Must also have knowledge of cargo operations, intermodal operations, rail operations and the longshore contract. Must be a good team player and self-starter.

Individual must possess the ability to align with the vision, goals, and constructive culture desired at the Port of Tacoma; demonstrates enthusiasm, vitality and creativity; demonstrates a strong customer service attitude and treats all individuals with courtesy, dignity and respect and actively supports and clearly communicates the goals, objectives and strategies of their individual department, Lines of Business, the NWSA and the Port.

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 conditions of employment for this position are "At-Will" which means that either the Port or an employee can terminate the employment relationship at any time and for any reason not prohibited by statute. No supervisor, manager or director of the Port, other than Chief Executive Officer, has the authority to alter these employment conditions.)

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

