



POSITION: ELECTRICAL SUPERINTENDENT (PS101513)

LOCATION: San Francisco, CA - Golden Gate Bridge

SALARY RANGE: \$131,268.80 - \$158,558.40 annually, plus benefits
(40-hour workweek)
(Employee pays up to 8% of salary/wage toward CalPERS retirement plan)

OPEN TO: All Qualified Candidates

DATE POSTED: December 8, 2020

CLOSING DATE: Open Until Filled (First Review of Applications December 29, 2020)

OPENINGS: 1 and to Create an Eligibility List

POSITION DESCRIPTION:

Under the general direction of the Deputy General Manager, Bridge Division, the Electrical Superintendent plans, organizes, and directs all activities of the District's electricians, communications/electronic technicians, and plumber. The Electrical Superintendent plays a key role in the District's emergency management and disaster recovery plans and liaisons with the District's Engineering Department and others in planning and executing ongoing Bridge and facilities maintenance and capital improvement projects. The Electrical Superintendent develops and administers departmental budgets, policies, labor relations, and other administrative duties as required. The Electrical Superintendent is responsible for maintenance, repair, and capital improvement programs for a broad array of electrical, communications, security, and water/wastewater systems infrastructure.

MINIMUM REQUIREMENTS:

EDUCATION and/or EXPERIENCE EQUIVALENT TO:

- Bachelor's degree in related field or completion of a four-year apprenticeship program in a related field. Additional or alternate qualifying experience may be substituted and will be evaluated on a case-by-case basis.
- Five (5) years of position-related experience required. Supervisory experience in a unionized work environment is desirable.

REQUIRED LICENSE(S):

Must possess and maintain a current and satisfactory driving record. No reckless driving and DUI within the last 7 years. No more than 2 moving violations within the last 3 years. Operates District vehicles on a regular basis.

ESSENTIAL RESPONSIBILITIES:

- Schedules, assigns and supervises, through subordinate supervisory personnel, all activities of the Bridge Electrical Department
- Serves as a primary or alternate member of the Bridge Emergency Operations Center and coordinates emergency and disaster response and recovery plans
- Reviews work requests, determines cost and staffing requirements, sets priorities, and assigns work to be performed
- Ensures the occupational health and safety of assigned employees in accordance with state and federal regulations, departmental and District policies, as well as industry standards and practices
- Inspects work in progress to assure compliance with applicable codes and standards, project specifications and quality assurance procedures. Inspects completed work to ensure that applicable quality control standards are maintained
- Coordinates department activities with other departments and divisions as required
- Monitors performance of assigned personnel and conducts performance management as required
- Oversees departmental training program development and administration, and ensures compliance with regulatory training requirements
- Negotiates and administers union collective bargaining agreements, issues discipline, and conducts grievance proceedings
- Develops and administers departmental rules, regulations and policies
- Oversees and participates in employee recruitment, retention and career development programs
- Assists in the analysis and preparation of annual operating and capital budgets for assigned departments
- Monitors budget expenditures and implements cost control strategies to ensure consistent budget performance
- Maintains records and develops detailed technical reports for various internal customers and external regulatory agencies
- Monitors commercial and public sector industry standards and technological developments to ensure consistent adoption of industry best practices for ongoing Bridge maintenance activities
- Confers with industry suppliers, manufacturers, testing labs, and other industry experts to determine most effective materials and methods for repairs and improvements on Bridge and associated infrastructure
- Regular and reliable attendance and performance is required

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES:

Knowledge of:

- Thorough knowledge regarding theories, principles, and practices of commercial/industrial electrical systems maintenance and repair or closely related field
- Knowledge of the principles of labor relations and general administration
- Knowledge of state and federal regulations and industry standards that pertain to commercial/industrial electrical systems in the areas of recordkeeping, occupational health and safety, and environmental protection
- Applicable Memorandum of Understanding (MOU)
- Occupational health and safety rules and working practices applicable to this position

Skill in or Ability to:

- Manage performance of staff and maintain motivation and satisfactory employee relations in a unionized labor environment through leadership and principled negotiation
- Create, sustain, and lead an organizational culture of safety
- Effectively craft and articulate a strategic long term vision for the Bridge Electrical Department
- Research, interpret, and apply complex laws, regulations, and contract language
- Analyze and interpret complex technical documents, blueprints, diagrams and instructions
- Develop and employ effective problem solving techniques
- Apply modern management techniques to achieve efficient and effective utilization of resources

PHYSICAL REQUIREMENTS:

Walk or climb structural steel. Climb ladders. Ability to work at considerable heights. As required, work outside in all weather conditions

HOURS OF OPERATION:

- Normal daytime work schedule
 - Occasional work during nights, weekends and/or holidays
 - Subject to 24-hour call-back during emergency situations
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APPLICATION PROCEDURE:

FAILURE TO MEET ANY OF THE REQUIREMENTS STATED BELOW MAY RESULT IN REJECTION OF YOUR APPLICATION

TO APPLY: www.goldengate.org/jobs

Applicants must apply online by the deadline date. Applications received after the deadline will not be considered.

The District's Human Resources Kiosk is available for filling out and submitting your online application and employment documents. The HR kiosk is located at the San Rafael Office. For directions and general information, visit our website www.goldengate.org.

All notices related to District recruitments for which you apply will be sent via email. Please ensure the email address you provide on your application is correct, and add '@goldengate.org' as an accepted address to any email blocking or spam filtering program you may use to ensure receipt of notification from the District regarding your recruitment application. The District is not responsible for notices that are not read, received, or accessed by any applicant for any District recruitment.

THE FOLLOWING DOCUMENT(S) MUST BE SUBMITTED AT TIME OF APPLICATION:

- 1. GGBHTD Online Employment Application**
- 2. Resume (Scan and attach as PDF to your online application)**
- 3. Evidence of bachelor's degree or a written statement detailing experience in lieu of degree (Scan and attach as PDF to your online application)**
- 4. DMV H6 Printout which can be requested from any DMV office only (Attach as PDF to your online application). This report provides your 10-year driving record.**
 - For External Applicants: DMV K4 Print-out dated within 30 days from the date of job posting (**Include ***END*** page and attach as PDF to your online application**)
 - For Internal Applicants: For Regular, Full-time employees who are part of the Pull Notice Program, the Human Resources Department will request for your DMV report. For Casual/Temporary/Provisional employee, please request your DMV H6 Print-out from any DMV Office.

THE SELECTION PROCESS FOR THIS POSITION may include: ()**

- Oral Panel Interview
- Department interview for final candidates
- Pre-employment medical examination (post offer)
- Physical abilities assessment (post offer)
- Drug screen (post offer)*
- Background, Employment and Security Investigations

(*) The District will invite only those candidates whose qualifications **most closely match** the position requirements to continue in the selection process.

(**)The District is a drug free workplace. Applicants under consideration will be required to undergo **and pass** drug testing **prior** to District employment.

AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Golden Gate Bridge Highway and Transportation District to take all personnel actions on the basis of merit and other job-related factors, without regard to race, color, national origin, religion, sex (including pregnancy, childbirth, and related medical conditions), disability: physical or mental, age (40 and older), genetic information, marital status, sexual orientation and identity, medical condition, political affiliation or military status.

Applicants with Disabilities: The Human Resources Department will make reasonable efforts to accommodate applicants with disabilities to complete the Employment Application and in any job-related examination process. If you have special needs, please call (415) 257-4521 (Human Resources). The District's telecommunications device (TDD) for Persons with Hearing Disabilities is (415) 257-4554.

Revised 03/17/2014 SS

Revised 12/8/20 LG

**Human Resources Department
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