Vehicle Maintenance Supervisor

Denver, CO

$90,000 – $100,000 Annually

Position Summary:

The Vehicle Maintenance Supervisor will be responsible for directing and coordinating the activities of maintenance staff engaged in servicing and repairing the rail vehicle fleet. This includes responsibility for inspection, repair, maintenance, cleaning, light overhauls, improvements, retrofits, and warranty administration.

Description of Duties:

- Manage the inspection, maintenance and repair of the RTDC revenue vehicle fleet in accordance with FRA regulations, OEM recommendations and RTDC standards and procedures
- Coordinate vehicle maintenance activities for the RTDC fleet including shop space allocation, manpower resources, materials, maintenance equipment availability and vehicle service requirements
- Implement and lead all safety activities required by the RTDC safety program. Ensure the diligent application of all safety rules, policies and procedures designed to protect employees, customers, and the environment. Monitor and/or anticipate hazardous and unsafe situations and implement suitable countermeasures.
- Implement preventive maintenance and quality assurance programs to ensure that fleet performance and availability goals are achieved
- Oversee interior and exterior vehicle cleaning in accordance with RTDC standards
- Manage the staff of the Vehicle Maintenance Department including the selection, training, performance management, and recommends disciplinary action of maintenance personnel
- Supervise the coordination of train movements on tracks where mechanical forces are the designated movement authority
- Review and provide input on budget, staff and equipment requests
- Develop, update, and maintain procedures, presentations, bulletins and manuals
- Provide written reports as required

- Document work utilizing the Maintenance Management System
- All other duties as assigned

Qualifications:

- A high school diploma or GED from an accredited institution with the ability to comprehend, communicate, and respond to instructions, orders, signs, notices, inquires, etc.
- An Associate's Degree or Accredited Secondary School Diploma, and successful achievement of industry required licenses or certifications in Aviation Maintenance Technology, Automotive Maintenance or other industrial Maintenance Technology program
- Minimum of three years of experience in a supervisory position maintaining and repairing electro-mechanical systems and equipment preferably at the journeyman level may be substituted for the secondary school requirement. Heavy or light rail Electrical Multiple Unit vehicle experience preferred
- The ability to use equipment diagnostics systems such as found in Automotive Maintenance Software Applications
- Must be able to pass the required training and examinations to become a Qualified Maintenance Person per 49 CFR 238
- Ability to comply with all safety rules and instructions including the use of proper personal protective equipment
- Ability to prioritize and accomplish multiple tasks with minimal supervision
- Ability to read and interpret operating and maintenance manuals, schematics, prints and instructions typically used in the position
- Experience in an FRA regulated environment preferred
- Experience with Electric Multiple Unit (EMU) equipment preferred
- Ability to communicate effectively both orally and in writing
- Ability to interact constructively and establish and maintain cooperative working relationships with external stakeholders and employees at all levels of the organization
- Proficiency in software applications required for analyzing data and preparing correspondence, reports and presentations

- Must be available 24 hours/7 days a week to respond to emergencies with the ability to work alternate shifts and days as required
- Must pass a pre-employment physical examination including a physical ability assessment related to the physical requirements of the essential functions of the position
- Must be eligible to work in the U.S. and successfully pass a pre-employment background check
- Must pass a pre-employment drug and alcohol screen and be willing to comply with the DTO Drug and Alcohol Policy
- Must possess a valid Colorado driver's license

Work Environment/Physical Requirements:

- Mechanical shop-based and field-based work (work inside and outdoors)
- Must be able to sit, walk, climb ladders, talk and listen, lift up to fifty (50) pounds and reach with hands and arms
- Must be available to travel to various outlying maintenance points in all weather conditions
- Position requires ability to climb onto rail equipment
- The position will be exposed to loud environments, outdoor weather, airborne particles, moving mechanical parts, vibration and electricity