Vehicle Maintenance Supervisor/Instructor

DENVER, CO
$90,000 – $100,000 Annually

Job Title: Vehicle Maintenance Supervisor/Instructor

Industry: Commuter Rail Operations

Reports to: Deputy Chief Mechanical Officer

Position Summary:

The Vehicle Maintenance Supervisor/Instructor will be responsible for instructing and training mechanical staff on the proper maintenance, inspection and repair of all rolling stock components and systems, including all supporting equipment. During periods when training activities are low, this position directs and coordinates the activities of the 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. In addition, this position assumes the duties of the Deputy Chief Mechanical Officer in his/her absence.

Description of Duties:

• Develop training programs for passenger service rolling stock to be presented in both classroom and field setting

• Must be able to work 45 hours or more weekly as part of the position.

• Will be required to fill in for other supervisors on all shifts during vacations and absences.

• Complete training on all shifts, as maintenance schedule requires and provides availability.

• Conduct training in classroom and field setting on components and systems of passenger equipment rolling stock

• Develop and conduct training programs for supporting equipment such as wheel truing, diagnostic equipment, bench test equipment, back shop equipment, and re-railing equipment

• Maintain attendance, critiques and test records during training session

• Complete training as identified by program and/or legislative requirements

• Recognize and recommend further employee training where identified

• Provide related written documentation on request

• Monitor all training, certification and re-certification records

• 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 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 DTO standards

• Manage the staff of the Vehicle Maintenance Department including the training and performance management of maintenance personnel

• Supervise the coordination of train movements on tracks where mechanical forces are the designated movement authority

• Provide input on budget, staff and equipment requests

• Develop, update, and maintain procedures, presentations, bulletins and manuals

• Provide written reports as required

• Travel as required

• All other duties as assigned

Qualifications:

• 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 is required

• 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

• Demonstrated ability to read and interpret manuals, electrical schematics and electrical diagrams

• Demonstrated ability to diagnose and troubleshoot problems in electrical circuits and equipment

• Must be knowledgeable in air conditioning systems, Universal or Type II certification preferred

• Demonstrated ability to exercise judgment in the selection of proper tools, methods, and equipment

• Ability to use equipment diagnostics systems such as found in Automotive Maintenance Software Applications

• Must have the ability to establish and maintain effective working relationships with supervisors, co-workers, and vendors

• Demonstrated ability to instruct others on various functions/topics

• Exhibits a "customer first" focused mentality

• Must be a self-starter and possess the ability to work with minimal supervision

• Proficiency in software applications required for analyzing data and preparing correspondence, reports and presentations

• 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

• 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 be eligible to work in the U.S. and successfully pass a pre-employment background check

• Must pass a pre-employment drug and alcohol screening 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