

Capital Area Transit System

DEPARTMENT:	Maintenance
POSITION:	Maintenance Supervisor
OPENING DATE:	May 7, 2021
CLOSING DATE:	May 21, 2021
RECRUITMENT TYPE:	External/Internal

MAINTENANCE SUPERVISOR

Summary/Objective

The Maintenance Supervisor, under the direction of the Maintenance Director, will oversee and manage all aspects of maintenance in the shop. He/she is responsible for the continuous improvement of an efficient, effective and safe transportation system. He/She will work with the Maintenance Director and all employees of CATS to improve service quality, reduce costs, increase employee productivity, and increase revenue and ridership.

Minimum Qualifications

- High school diploma or equivalent and five years' experience working with gasoline and diesel engines and or body and fender work.
- Must possess a valid Louisiana Commercial Driver's License.

Preferred Qualifications

- ASE Certified Master Technician certification and/or Associate's degree or technical diploma in related field.
- A valid Louisiana Commercial Driver's License & DOT Medical Card is required.

- Transit and/or fleet experience

Essential Duties

Responsibilities include (but are not limited to):

- Assist in reviewing, interviewing, and evaluating employees for the purpose of building a qualified and effective Maintenance department.
- Assists maintenance staff in performing maintenance, repairs, renovations, and operations of busses to ensure the safety and dependability of maintenance vehicles.
- Assists with the duties and responsibilities of maintenance director in his/her absence for the purpose of providing seamless maintenance operations.
- Diagnoses malfunctions and determines repairs, service, and/or maintenance requirements of equipment.
- Repairs body and fender work as required.
- Monitors subordinates work performance and provides direction and support to maintenance staff as necessary.
- Participates in the daily coordination of work performed by the maintenance staff.
- All other duties designated by the Maintenance Director.

Required Skills and Abilities

- Knowledge of working with heavy duty diesel equipment repair and maintenance
- Experience with developing maintenance schedules for agency fleet
- Ability to handle personnel issues as well as develop work schedules and administer discipline for Maintenance staff
- Ability to provide accurate and timely reports and develop performance management objectives for Maintenance staff



Please complete online application and submit a resume to:
catscareers@brcats.com. Submittal must be received no later than Friday, May 21, 2021.

Capital Area Transit System (CATS) is an Equal Employment Opportunity employer. CATS does not discriminate against any applicant or employee on the basis of race, color, sex, religion, national origin, age, disability, or any other consideration made unlawful by applicable federal, state or local laws.