

## **SENIOR MANAGER –MARINE MECHANICS**

**Location: Cape May, NJ**

**Salary: \$78,561 to \$92,425 (Grade H)  
(Commensurate with experience and skills)**

**Opening Date: April 6, 2017**

**Closing Date: April 20, 2017**

### **I. POSITION SUMMARY**

This position is the independent leader of the Marine Mechanics department for the Cape May-Lewes Ferry. This position is responsible for determining the priorities for the department and determining a clear action plan to deliver on those priorities. This position manages key supervisor(s) and professional employees who themselves work to ensure that overall standards of quality and timeliness are maintained. This position has considerable discretion to determine a significant expenditures in order to deliver on the key operation priorities. This position performs leadership and management duties for the assigned employees and is responsible for project planning, personnel assignments, and budgetary control and monitoring. In the absence of the Port Engineer, the Senior Manager-Marine Mechanics may act on his/her behalf.

### **II. ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Manages the day-to-day maintenance and repair of the vessels
- Based on a maintenance plan, sets overall priorities and performance standards for assigned areas and assigned personnel
- Proposes priorities and budgets to the Port Engineer; delivers highest quality maintenance while managing the assigned budget;
- Able to troubleshoot and propose courses of action for emergency repair of a variety of shipboard systems including diesel engines, generators, hydraulics, electrical, pneumatic, and plumbing.
- Manages resources across all assigned areas or across the Authority and oversees the supervision of personnel in assigned area, which includes work allocation, training, and problem resolution; evaluates performance and makes recommendations for personnel actions; motivates employees to achieve peak productivity and performance
- Seeks to balance quality and cost in all purchases required by the department; follow all Authority guidelines for purchase approvals, as well as scope development and solicitation of bids, and manages vender relationships according to Authority guidelines
- Oversees and executes annual and monthly preventative maintenance plans; directs seasonal facilities' support activities, including off-season servicing of equipment, systems, and infrastructure

- Interfaces with regulatory and government agencies, vendors, contractors, and customers on matters related to maintenance; one of Authority's lead specialists on regulatory issues for maintenance for their area
- Develops and implements systems to maintain records on equipment, inventories, and preventative maintenance activities
- Oversees training (mandated and career development) for all maintenance employees and ensures compliance with established policies, procedures, and regulations
- Participates in development, implementation and maintenance of policies, objectives, short- and long-range planning; develops and implements projects and programs to assist in accomplishment of established goals
- Participates in environmental and safety planning and compliance within policies and regulations to include the execution of mandated inspection processes
- Provides the highest level of customer service and professionalism to all internal and external customers

### **III. REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of management principles and maintenance practices, procedures, and operations; proven success in managing a diverse work force
- Detailed specialist knowledge of relevant local, state and federal regulations, and Authority protocols and procedures that impact maintenance in general and work unit in particular
- Knowledge of business and financial practices related to maintenance
- Ability to set clear expectations and performance standards for employees; ability to hold individuals accountable for poor performance
- Supervise, develop, motivate, and train staff, by organizing, prioritizing, and scheduling work assignments in a complex and dynamic operating environment
- Identify, develop, and implement strategic and tactical plans and solutions
- Establish and maintain effective working relationships with internal and external contacts such as outside vendors and contractors
- Ability to read, understand, follow and enforce safety procedures
- Effective oral and written communication skills
- Demonstrated proficiency with machine shop tools including metal lathes, drill presses, brakes etc.
- Ability to provide superior customer service to the people to whom we give assistance by responding in a courteous and efficient manner

### **IV. REQUIRED EDUCATION AND EXPERIENCE**

- Associate's degree from an accredited institution OR appropriate equivalent experience in roles with increasing levels of responsibility
- Five (5) years of experience in supervisory roles in transportation or maintenance, including direct supervision of maintenance work forces, seven (7) years preferred

- Five (5) years of experience in the repair and maintenance of Fairbanks Morse Opposed Piston, Caterpillar and/or Detroit diesel engines, with marine propulsion air control systems experience preferred
- Five (5) years of experience in the repair and maintenance of commercial vessel propulsion components including line shaft bearings, air compressors, hydraulic systems and other ancillary systems

#### **V. LICENSES, REGISTRATIONS, AND CERTIFICATES**

- Valid driver's license
- Possession of or ability to obtain a valid Transportation Worker Identification Credential (TWIC)
- Certifications in diesel engine repair and maintenance preferred

#### **VI. SPECIAL REQUIREMENTS**

- Subject to a background investigation and pre-employment physical and drug test
- Must be willing and available for duty at such hours, day or night, as may be required in order to maintain continuous operations

\*\*\*\*\*

**If you are interested in applying for this position please complete the on-line application at [www.drba.net](http://www.drba.net). In addition, please attach a resume to the completed application.**