

**CITY OF POMPANO BEACH
CLASS DESCRIPTION**

JOB CODE 558

UTILITIES MAINTENANCE SUPERVISOR

GENERAL

Responsible supervisory and manual work on the installation, maintenance and repair of electrical equipment, mechanical equipment, instrumentation and control equipment. Work is performed under general direction.

EXAMPLES OF ESSENTIAL DUTIES

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Supervises maintenance and repair programs and employees.
- Initiates preventative maintenance programs.
- Inspects complex electrical and control equipment for proper operation.
- Performs routine inspections on operating equipment.
- Utilizes machine shop equipment for required part manufacture.
- Determines priorities and schedules maintenance and repair work.
- Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge and experience in the installation, maintenance and repair of all sizes of electrical equipment, controls, instrumentation and mechanical equipment, such as, but not limited to, pumps and engines and related equipment. Knowledge of standard practices, tools, terminology and safety standards of the electrical and mechanical trades.

Ability to operate metal lathes, drill presses, welding machines and other equipment required to fabricate repair parts as required. Ability to supervise others.

Sufficient agility and strength to perform manual work.

MINIMUM QUALIFICATIONS

Graduation from high school or possession of an acceptable equivalency diploma. Extensive experience in the maintenance of high voltage electrical systems and equipment including experience in the repair and installation of pumping and other mechanical equipment with related supervisory experience. Class "C" Water/Sewer Certification. CPR. Completed Water Distribution Class "B" License. A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, pushing, and pulling. Ability to perform strenuous manual labor. Ability to lift up to 50 lbs.

SPECIAL REQUIREMENTS

Possession of a valid, appropriate driver's license and an acceptable driving record.

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Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.