

OPERATIONS SUPERVISOR (MAINTENANCE)



Public Works | Forced Drainage

SUMMARY

Inspect pump stations for proper maintenance and operation. Direct pump station labor crews and pump attendants.

JOB OVERVIEW

PAY TYPE

Non-Exempt (Hourly)

SCHEDULE

Tuesday to Friday
Must be willing to work extra hours and days as needed and work on an on-call rotation.

SHIFT

7 a.m. to 5:30 p.m.

LOCATION

Public Works - North Campus

REPORTS TO

Forced Drainage Superintendent

PHYSICAL DEMANDS

Lift over 50 lbs. (heavy)

WORK ENVIRONMENT

- Outdoors in various climates and conditions
- Frequent interactions with members of the public.

EMERGENCY EVENTS

Required to work during emergency events.

Questions? No problem! Email us at employment@tpcg.org.

ESSENTIAL FUNCTIONS

- Inspect all pump stations for proper maintenance and operation.
- Dispatch and direct work crews on assigned tasks and monitor pump attendants.
- Ensure daily work reports are completed by subordinates. Complete work orders, daily reports, and schedules.
- Supervise and manage regular maintenance schedule.
- Recommend and refer major equipment repairs to the appropriate supervisors.
- Obtain price quotes for the requisition of materials and/or equipment necessary to perform assigned duties.
- Perform other duties as assigned by supervisor.

GENERAL REQUIREMENTS

- Effective written and oral communication skills.
- Possess a working knowledge of heavy equipment, diesel and electric motors, and gear drives and storm water pumps.
- Enforce and follow all safety rules and provide safety training as needed.
- Ability to use a mobile tablet and computer.

EDUCATION, EXPERIENCE, AND LICENSES

- High school diploma or GED certificate required.
- Possess and maintain valid Louisiana driver's license.