



Pierce Transit **EXECUTIVE DIRECTOR OF MAINTENANCE** *Job Announcement*

About Pierce Transit

Pierce Transit was founded in 1979 when local voters approved a 0.3% sales tax to fund public transportation. Since then, the Agency has grown to become the second largest transit Agency in Washington State. The Agency serves 292 square miles of urban and rural Pierce County, providing local and express bus service, specialized SHUTTLE transportation for people with disabilities, and ridesharing services including a large vanpool fleet.

The Agency provides a vital link in the regional transportation system. Pierce Transit partners with Sound Transit to provide regional transportation services from King County through Thurston County.

Pierce Transit serves the following jurisdictions within Pierce County: Auburn, Edgewood, Fife, Fircrest, Gig Harbor, Lakewood, Milton, Pacific, Puyallup, Ruston, Steilacoom, Tacoma, University Place and portions of unincorporated Pierce County.

Pierce Transit is governed by a nine-member Board of Commissioners. The Board is currently made up of elected officials representing Pierce County, Tacoma, Lakewood, Puyallup, University Place and the smaller cities and towns in Pierce County.



About the Position

The Executive Director of Maintenance reports to the Chief Executive Officer and participates as a member of the Executive Team in the overall administration of the Agency. The Executive Director provides leadership and direction to Fleet Maintenance, Facilities Maintenance, Radio Communication Technologies, and Warehouse.



The position will provide leadership for maintenance and logistical initiatives. This position will aid in supporting initiatives with major base improvements (to include electrification of a portion of the fleet), development of logistical support of a new Bus Rapid Transit plan, and installation of new Computer Aided Dispatch/Automated Vehicle Location (CAD/AVL) technology. The position will oversee the modernization and life cycle maintenance of over 1,000 vehicles covering gasoline, diesel, CNG, hybrid electric, and electric modes of propulsion. This position is

responsible for partnering with Service Delivery and Support in the planned modernization of the fleet, and the interoperability of new technology. The Executive Director of Maintenance will work closely with the Safety Department to continue improving the culture of safety and maintenance of the Safety Management Plan. The successful candidate will have experience and expertise in a leadership role where with success in building a culture of safety and mitigating risk through the application of best business practices within a transit maintenance industry.



Additional responsibilities of the Executive Director include the following:

- Manages the life cycle maintenance and modernization of a fleet of over 1,000 vehicles comprised of Pierce Transit buses, paratransit vehicles, vanpool, service support vans and administrative support vehicles.
- Plans, organizes, coordinates, directs and provides leadership for the activities for fleet maintenance, facilities and warehousing.
- Directs and has responsibility for major vehicle acquisition projects, including specification development and review, bidding processes, negotiations, bidder evaluation, and recommendation of award.
- Ensures compliance with state and federal laws regarding proper handling of hazardous waste, including spills and leakage of classified materials.
- Communicates with Pierce Transit staff, labor, transit officials, vendors, suppliers, contractors, and others to exchange information and resolve issues related to fleet maintenance, facilities, vehicle acquisition, and communications technology.
- Develops and evaluates a maintenance program that strengthens the Agency's image, both locally and regionally, and is consistent with the Agency's strategic plan; provides a framework for decision-making that supports and promotes the Agency's mission.
- Prepares annual division budget of approximately \$106 million; monitors and approves expenditures in accordance with Agency policy and principles of sound and ethical fiscal management in a public environment.
- Selects, develops, sets performance standards, evaluates the performance of direct reports, and actively participates in human resources decision-making within the division which is comprised of approximately 178 employees.
- Leads the Division's efforts to ensure excellent customer service with both internal and external customers.
- Works collaboratively with the union to resolve issues at the earliest possible stage; may serve on the Agency's negotiation team to negotiate labor contracts.
- Coordinates with county officials on maintaining the radio communications suite.





The Ideal Candidate

Pierce Transit is seeking a talented and unifying leader to bring innovative ideas and maintenance management to the agency and translate big picture transit vision and goals into realistic plans. Candidates should have a proven record of success as a senior leader of maintenance in a transit agency and be familiar with local, state, and federal laws pertaining to public transportation maintenance practices. The core competencies of this position include:

Core-Competencies

Leadership:

- *Inspiring and Courageous Leadership:* Ability to inspire, persuade, engage, speak straightforwardly about complex transit maintenance issues, make tough decisions and take difficult actions. Display balanced thinking that combines analysis, wisdom, experience and perspective. Produce data-driven decisions that withstand the “test of time.”
- *Creativity and Innovation:* Ability to generate new, innovative, and visionary approaches to maintenance that are effective and responsive. Brings a perspective on emerging and leading maintenance transit trends and best practices.
- *Build a Talented, Effective Staff Team:* Hire, mentor, develop, retain, and manage a diverse staff. Assemble and reinforce a cohesive, dedicated, highly effective inter-disciplinary team. Ability to lead team through change processes.
- *Business and Management Acumen:* Ability to manage human, financial and information resources strategically. Streamline and remove processes that do not bring value. Measure success based on results. Set high standards of performance, using accountability measures and benchmarks to track progress.

Constituent Relations and Collaboration:

- *Partnering:* Builds alliances and collaborates across boundaries to build strategic relationships. Brings diverse leaders together to discuss and resolve regional transportation issues. Inspires action without relying solely on authority. Good listener. Perceives the complexity of situations quickly.
- *Drive External Communications and Relationships:* Develop and nurture mission-critical relationships with customers, labor, transit partners, and the public. Demonstrated knowledge of new technology options and techniques for increasing Pierce Transit’s effectiveness in fleet and facilities maintenance.
- *Cultural Competency:* Focus on equity in ways that enable effective working relationships in diverse communities and cross-cultural situations.

Values:

- *High level of integrity, ethics, transparency, and responsiveness.*
- *Commitment to the Environment:* Dedicated to creating a sustainable maintenance program that focuses on prevention, mitigation, and adaptation.
- *Commitment to Safety:* Dedication to a transit system that is safe, efficient, and accessible to all ages and abilities.

Desirable Qualifications

A bachelor's degree with at least five years of increasingly responsible professional level experience in a maintenance setting. Senior leadership experience within a publicly accountable transit or transportation organization that involves leading a diverse staff and management of significant funds. An advanced degree is a plus.



APPLICATION PROCESS

Persons interested in this position must submit a cover letter and a current resume.

If you have questions regarding this announcement, please call Marissa Karras at 360-956-1336. The position will remain open until filled; however the screening process will move quickly. Please submit your application materials as soon as possible but no later than November 26, 2019 to www.karrasconsulting.net. The salary range for this position is \$128K - \$193K. The starting salary offered will depend on experience and qualification, and generally does not exceed the mid-point of the range. Pierce Transit offers a generous benefit package including medical/dental, retirement, life and disability insurance, paid holidays, vacation and sick leave, and optional deferred compensation.

Pierce Transit is an equal opportunity employer, values workplace diversity, and seeks to create an environment and culture that embraces employee differences. All qualified applicants are considered in accordance with applicable laws prohibiting discrimination on the basis of race, religion, color, gender, age, national origin, sexual orientation, physical or mental disability, marital status or veteran status or any other legally protected status. We will provide assistance in the recruitment, application and selection process to applicants with disabilities who request such assistance.