



Position Announcement Assistant Chief Mechanical Officer

Position Duties and Responsibilities

The District is recruiting for an Assistant Chief Mechanical Officer (ACMO) to plan, direct and lead the day to day operations of the South Shore Line Mechanical Department. Reporting to the Chief Mechanical Officer, the ACMO's duties and responsibilities include:

- Assigns projects and program areas of responsibility; reviews and evaluates work methods and procedures, and meets with key staff to identify and resolve issues.
- Assesses and monitors staff workload; directs and implements changes.
- Ensures that maintenance shops, yards, employees, and equipment comply with applicable rules, regulations, and policies.
- Directs and/or conducts analytical studies of passenger car maintenance, develops and reviews reports of findings, alternatives and recommendations; plans and directs in-house passenger car short and long term projects.
- Selects, trains, motivates and evaluates assigned personnel; works with employees to correct deficiencies; oversees the disciplinary and investigation process and provides recommendations to the Chief Mechanical Officer. May serve as hearing/investigation officer.

- Develops, implements and oversees maintenance standards and procedures; ensures quality assurance, proper cleaning and maintenance of cars and locomotives.
- Oversees and participates in the development and administration of the department budget; approves expenditures and prioritizes budgetary adjustments as appropriate and necessary.
- Directs, monitors, and participates in the preparation of periodic and special reports, including daily failure and production rates.
- Reviews and resolves issues arising under the collective bargaining agreements with labor unions.
- Oversees field emergencies.
- Performs other duties as assigned

Position Requirements

Candidates must provide demonstrable evidence of the following:

- Bachelor's degree or higher in Mechanical Engineering, Electrical Engineering, or related discipline is preferred. Practical experience may be substituted for formal college education. Eight (8) or more years' experience in railroad or manufacturing operations, including at least five (5) years of direct supervisory experience, is strongly preferred.
- Must be a self-starter.
- Must be able to effectively use Microsoft Office Suite.
- Able to demonstrate success for delivering complex projects on time, within budget and the development of high performing teams.
- Strong and effective verbal and written communication skills are essential as well as strong interpersonal skills in dealing with all levels of management, employees, external vendor and/or organizations.
- Functional knowledge of budgetary processes and basic accounting principles.
- Knowledge of labor agreements and associated labor dispute processes.
- Familiar with current Federal Railroad Administration (FRA) regulations as they pertain to passenger equipment and locomotives. The successful candidate may be required to become certified in various assignments.
- Significant mechanical knowledge and aptitude about all crafts in the railroad, transportation or related heavy industry.

- Knowledge of electrical passenger equipment and/or locomotives is a plus.
- Experience holding disciplinary hearings and investigation is preferred.

Additional Requirements:

- (1) Must pass all required assessments.
- (2) Must pass a background screening.
- (3) May require a post-offer medical examination, including drug and physical capabilities test.
- (4) Must possess a valid driver's license and be eligible for insurance coverage under NICTD's fleet policies.

Availability: The anticipated normal hours of service are during the daytime from Monday through Friday. Night, weekend, and non-traditional shift work may be necessary based on the needs of the District. The successful applicant will be expected to be available for occasional calls to a District provided cell phone during the night, evening, and weekend from other managers and supervisors. Must be available to respond to unscheduled or unanticipated operational emergencies or service disruptions without delay on a 24 hour, 7 day per week basis, including weekends and holidays, but excepting vacations or when out of town. Travel may be required within the United States to meet with professional associations and continuing education requirements. More specific information about availability can be obtained during the interview process.

Salary and Benefits: Salary is projected within the range of \$90,000 to \$100,000 per year based on education, skills, and work history. The benefit package includes full health benefits for the employee and family, vacation, compensatory time, supplemental pension, and other fringe benefits. Credit for time in railroad or military service will apply towards vacation benefits. The position may be eligible for relocation benefits. Details are available during the interview process.

Code of Conduct Statement: NICTD is committed to maintaining the highest standard of conduct for providing a safe source of public transportation. NICTD job opportunities are challenging and rewarding. Competitive pay and benefits are provided in a high performance culture that recognizes and values contributions and helps persons reach their career goals.

How to Apply: Deliver, mail, fax, or e-mail a resume outlining training, experience and work history not later than 5 p.m., August 16, 2019, to NICTD's Director of Human Resources & Labor Relations at the address below. Resumes will not be accepted after this deadline. NICTD does not accept responsibility for misdirected, lost, or misaddressed resumes. **Apply early for best consideration; NICTD reserves the option to close this opportunity at any point in time.** Persons who desire confirmation that a resume has been received may contact Ms. Shelly Winn at (219) 874-4221, ext 253. Candidates will be advised after their resume is reviewed by the Hiring Committee whether they are selected for an interview. Contact information for delivering resumes:

Mail or hand delivery:

Director - Human Resources & Labor Relations
Northern Indiana Commuter Transportation District
Attn: ACO Opportunity
601 N. Roeske Avenue
Michigan City, IN 46360-2669

Fax: (219) 872-5841

E-Mail: bjarne.henderson@nictd.com

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