

**MAINTENANCE SUPERVISOR - ELECTRICAL**  
**ROCKLAND COUNTY SEWER DISTRICT NO. 1**

The Sewer District is accepting applications for the position of Maintenance Supervisor – Electrical. The job duties of a Maintenance Supervisor – Electrical includes the following: Plans and maintains a program of preventive maintenance; Determines work priorities and assigns projects to work crews and insures adherence to prescribed work schedules; Provides direction and guidance in maintenance and repair work involving complex electrical systems and equipment including electronic systems; Oversees electrical work performed by outside contractors; Assists in the preparation of detailed specifications for contracted electrical maintenance or electrical improvement projects; Trains new employees in the use of tools and equipment and in the use of maintenance techniques; Develops training programs to insure proper implementation of new practices and procedures; Maintains stores of materials, supplies and tools to assure appropriate inventory levels for an efficient maintenance program; Initiates orders for materials, supplies and tools; Evaluates on going activities, considers practical improvements, and makes pertinent recommendations to superior; Maintains time and production records and prepares written reports; Prepares cost estimates, including budget requests, for maintenance projects and program.

**MINIMUM QUALIFICATIONS:** Seven (7) years of experience in the maintenance and/or installation of building electrical systems. (Time spent as a Laborer or Trade Helper will not be considered qualifying experience.)

**NOTE:** Graduation from an accredited technical institute or college with an Associate's degree in any applied science appropriate to the installation of building electrical systems may be substituted for three (3) years of experience, or other such schooling including vocational schooling may be substituted for experience on a year-for-year basis. Each year of supervisory experience in the maintenance and/or installation of building electrical systems will be considered to equal two (2) years of the required experience.

**SPECIAL REQUIREMENTS:** Possession of a valid driver's license. Pre-employment medical examination and medical clearance for the use of respiratory equipment.

**HOW TO APPLY:**

Please mail, fax, or email resume to:

Jean Langan

Rockland County Sewer District No. 1

4 Route 340

Orangeburg, NY 10962

Fax (845-) 365-6686

email: [langanj@co.rockland.ny.us](mailto:langanj@co.rockland.ny.us)