JOB OPENING

City of Covington

Electric Utility Superintendent (Department Head)

The City of Covington Electric Department is seeking a well-rounded, hard-working, self-motivated leader to manage our team as the full time <u>Superintendent (Department Head)</u>. This position manages and oversees department field, customer service, technical and administrative operations and supervises staff responsible for the delivery, maintenance and service of electricity to customers, coordinating long-term and strategic planning for the growth and overall sustainability of the Department. The ideal candidate should have a strong leadership and management experience, excellent problem-solving skills, be motivated to serve others and enjoy working in a fast-paced environment. This position is appointed by the Mayor and reports directly to the Mayor.

Essential Duties/Skills/Responsibilities

- Manages the overall operations of the Electric Department.
- Ensures operations are in compliance with all City ordinances/policies and applicable Federal, State, Municipal statutes, guidelines, rules regulations and public utility principles/practices.
- Represents the City's interests in overseeing and evaluating consultant recommendations and monitor work performed by outside firms.
- Executes leadership, oversight and supervision responsibilities over Electric Department leadership and staff.
- Creates a culture of accountability and excellence, providing motivation and performance feedback, recognizing contributions and encouraging staff training and development.
- Selects and supervises employees within the Department.
- Attends meeting as needed and responds to questions and complaints from the public.
- Requires a person of high integrity with excellent communication and interpersonal skills with a proven track of leadership.
- Follows all City of Covington policies and procedures in addition to all local, state and federal standards, regulations and safety rules.
- Works safely in a team environment.

Qualifications

- Knowledge of all aspects of electric utility.
- Proven knowledge in planning, operations, construction practices used in design, engineering and construction of electric distribution systems.

- Familiar with federal, state and local laws, codes and regulations including laws and regulations related to electric utility systems.
- Ten (10) years line working experience in electric utility systems.
- Six (6) years in a management supervisory capacity.
- A combination of equivalent education and experience likely to provide the required knowledge, skills and abilities may be considered.
- Must possess a valid Indiana Driver's License and acceptable driving record and CDL A or B.

Benefits

- Paid vacation, personal days and holiday pay, health insurance, life insurance and SEP/IRA.
- Salary range: \$75,000 \$110,000, depending upon training and experience.

Interested candidates can apply in person at the Covington City Building at 329 Washington Street, Covington, IN 47932; or resumes and applications can be emailed to citycov@covingtonin.net.

*Applications must be received by May 19, 2023 4:00pm

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We are an equal opportunity empl eligion, handicap or national origi		icy of non-discrim	ination in employment on any	basis including race	e, color, age, sex,
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Present Address	Last	First	Middle		
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Referred			Are you 18 years of age or ol	der? 🗆 Yes 🗀 I	No.

EMPLOYMENT DESIRED			
Position	Date You Can Start	Salary Desired	
Are You Employed Now? ☐ Yes ☐ No	If So May We Contact Your Present Employer?	Yes 🗆 No	Middle
Ever Applied to this Company Before? ☐ Yes ☐ No	Where?	When?	<u>Q</u> e

EDUCATION	Name and Location of School	Circle Last Year Completed	Did You Graduate?	Subjects Studied and Degree(s) Received
High School		1 2 3 4	☐ Yes ☐ No	
College		1 2 3 4	☐ Yes ☐ No	
Trade, Graduate, Business or Correspondance School		1 2 3 4	☐ Yes ☐ No	

GENERAL	
Subjects of Special Study of Research Work	~
Job Related Skills (computer, driver's license certifications, etc.)	

Form M660-26NR RV (1999) © 2015 Rediform

Date Month and Year	Name	and Addres	s of Employer	Phone Number	Supervisor	Salary (upon leaving)	Position	Reason for Leaving
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