

	<b>JOB DESCRIPTION</b>	<b>TITLE: <i>Vehicle Engineer</i></b>
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**JOB SUMMARY**

The Vehicle Engineer is responsible for directing and overseeing engineering activities related to the design, procurement, inspection, preventative maintenance for Austin Transit Partnership’s (ATP) revenue and non-revenue vehicles. The Vehicle Engineer is the prime resource for all aspects of the rolling stock. The incumbent will develop, revise, and implement vehicle engineering policies, procedures, and standards.

**ESSENTIAL DUTIES AND PRIMARY ACCOUNTABILITIES**

**Note:** The essential duties and primary accountabilities below are intended to describe the general content of and requirements of this job and are not intended to be an exhaustive statement of duties. Specific tasks or responsibilities may be documented in the incumbent’s performance goals and objectives as outlined by supervisor or manager.

- Plan, direct, and oversee the design and procurement of ATP revenue and non-revenue vehicles.
- Plan, direct, and oversee the daily operations and activities of the vehicle engineering project team.
- Develop and refine the vehicle maintenance plan for revenue and non-revenue vehicles including assessment of maintenance needs, routine inspections, preventative maintenance and planned overhauls and repairs.
- Develop and monitor capital work plans.
- Manage the development of standards for design, engineering, inspections, and materials used in vehicle engineering.
- Assure compliance with federal, state, and local rules and regulations related to vehicle procurements, maintenance activities and vehicle overhauls.
- Oversee the configuration management control of vehicles including updating related documentation required for maintenance, operation, and parts information for the revenue and non-revenue fleet.
- Oversee the execution of vehicle procurements and verifies that the work is completed in accordance with contract documents and design specifications.
- Direct the activities related to the investigation and engineering analysis of vehicle equipment issues including troubleshooting of components or systems.
- Serve as project champion to support the organizational strategic goals.
- Represent ATP at Capital Metro Board and City of Austin Commission meetings and with outside agencies, neighborhood associations, funding agencies, employees, other stakeholders, and general public.
- Ensure a positive safety culture is maintained by supporting the health, safety, and security of employees within the department.
- Perform other duties as required and/or assigned

**MINIMUM QUALIFICATIONS**

**Education and Experience:**

- Bachelor of Science in Engineering, or a closely related field.
- Five (5) years increasingly responsible experience in mass transit vehicle design, engineering and project management of major transit projects, including rail and bus vehicle and associated systems.
- Master’s Degree is preferred.
- Registration as a Professional Engineer (P.E.) in the State of Texas. If registered in another state, must obtain Texas registration within one year of the date of hire.

OR

An equivalent combination of education, experience, knowledge, skills, abilities, and other characteristics consistent with the required qualifications.

**Knowledge, Skills and Abilities:**

- Knowledge of the major mechanical and systems engineering in revenue and non-revenue vehicles.
- Knowledge of safety laws and regulations, Federal Transit Administration (FTA) regulations as applied to vehicle engineering, performance, and operations.
- Ability to communicate technical details to non-technical personnel.
- Ability to develop, revise, and implement vehicle engineering and quality assurance policies, procedures, and standards.
- Knowledge of best practices of vehicle engineering and ability to analyze and implement those that benefit the ATP.
- Advanced interpersonal skills to effectively and sensitively communicate with all levels of management and non-management employees in a culturally diverse workforce, interpreting policies and procedures or interacting in meetings.
- Advanced interpersonal skills to effectively and sensitively communicate with politically, economically and culturally diverse stakeholders such as community groups, other governmental entities, vendors and contractors, when explaining technical and/or financial information.
- Knowledge of current best practices of leadership and management
- Ability to manage and monitor work performance including ability to:
  - o evaluate program and work objectives and effectiveness;
  - o establish broad organizational goals; and
  - o realign work and assignments.
- Ability to establish and maintain effective working relationships with ATP staff, executive management, peers, community groups, outside agency partners, other governmental officials, the general public and media representatives.
- High level of analytical and creative skills and ability to find creative, imaginative or unique solutions to complex interpersonal, professional, technical, financial, and administrative problems.
- Highly developed oral and written communication and presentation skills. Demonstrated ability to evaluate different alternatives and select or recommend the one that best meets the business and professional need of the situation without regard for personal biases.

**Equipment and Applications**

Must be proficient in using business and communications software, preferably Microsoft Office 365 which includes Word, Excel, PowerPoint, Outlook, Teams, and/or other modules as needed.

**TRAVEL REQUIREMENTS**

Travel will be required including international trips.

**WORK ENVIRONMENT AND PHYSICAL DEMANDS**

Work is generally performed in an office environment but requires occasional visits to construction job sites. Job may entail considerable levels of stress as this job works with multiple project timelines and is responsible for managing employees performing work of a complex nature.

Subject to standing, walking, bending, reaching, stooping, and lifting of objects up to 25 pounds; may occasionally be exposed to dangerous machinery, extreme weather conditions, physical harm, hazardous chemicals, and extreme noise when conducting site visits and working in the field.

ATP promotes a safe and healthy work environment and provides appropriate safety and equipment training for all personnel as required.

Reasonable accommodations may be made to enable individuals with disability to perform the essential functions as previously described.

