



City of Naperville
Employment Opportunity

Job Title:	Utility Supervisor IV (5263)
Closing Date:	When filled
Salary:	\$129,207.35 - \$155,048.82 per year
Job Type:	Full-Time
Location:	DPU-E Distribution & Engineering, 1392 Aurora Ave., Suite 100
Department:	Department of Public Utilities - Electric
Job Description:	
The City of Naperville's Electric Utility is currently seeking a Substation Supervisor to supervise employees in the safe operation of the electric utility ensuring proper staffing and efficient utilization of resources to meet obligations and reduce risk to the utility. This position may be required to work extended hours including on-call duty or support 24x7 coverage during storms or other City emergencies. The Supervisor must work closely with internal and external stakeholders to ensure that customer need dates are scheduled, tracked, and safely completed within budget. The Utility Supervisor IV reads prints and schematics to help determine the best options for providing electrical service to our customers and works with Engineering, Procurement, and vendors to obtain unique and complex parts and services. A portion of this position requires the ability to manage through conflict, identify barriers, and resolve issues. The Supervisor IV may have a higher span of control and participate in cross-functional teams and utilizes extensive industry knowledge to mentor others and help shape policy. The anticipated hiring range for this position is \$129,207.35 - \$155,048.82 per year, commensurate with credentials and experience. The Pay Grade for this position is E270. For additional information, please click here.	
Responsibilities:	
• Provide leadership and direction to drive a culture of safety, productivity, and customer service. • Maintain discipline, order, and efficiency. • Identify and secure training as required to meet OSHA and internal requirements. • Perform field and site visits. • Manage safety, productivity, overtime, and material costs. • Ensure the work is safely completed on schedule, to budget, by design standards, and according to code. • Leads outage restoration efforts. Identifies the cause of customer outages and develops a safe, efficient plan to restore or provide temporary power. • Monitor workload and audit job quality to ensure the organizational goals are met. • Coach employees for continued focus on safety, quality, and peak performance. • Administer employee performance evaluations and maintain accurate personnel documentation. • Ethically manage to the labor contract. • Work extended hours due to workload, weather, or City emergencies. • Investigate and respond to customer and internal inquiries or complaints. • Perform all on-call duty obligations as required. • Read prints and site plans to determine best options for providing service. • Manage through conflicts and lead through adversity. • Participates in cross-functional teams – quality, safety, operational efficiency, corporate initiatives, etc. • Identify and remove barriers and resolves issues. • Create, implement, and manage employee motivation and recognition activities. • Initiate and drive continuous improvement initiatives. • Willingly share knowledge and mentor others. • Recognized as a subject matter expert in the industry. • Performs all other duties as assigned.	
Qualifications:	
Required • A Master's Degree in Business Administration or a Professional Engineer License. • Eight or more years of relevant supervisory experience. • Demonstrated effective leadership competency.	

- Experience with represented employees and labor contracts.
- Equivalent combinations of education and experience may be substituted.
- A valid State of Illinois driver's license.

Preferred

- Prior linework experience or network experience.
- Possesses experience with various utility computer applications.
- Demonstrated working knowledge of company construction and maintenance practices and/or industry standards and practices.
- Demonstrated customer focus.
- Demonstrated effective written and verbal communication skills.
- Demonstrated presentation and public speaking skills.
- Demonstrated effective interpersonal skills.
- Demonstrated ability to work self-directed and be a team player.
- Demonstrated effective problem solving and analytical skills.
- Demonstrated effective conflict management and negotiating skills.
- Possesses experience with represented employees and labor contracts
- Demonstrated ability to motivate team members.
- Possesses supervisory experience in effectively handling employee issues.
- Demonstrated ability to implement and effectively lead others through change.
- Demonstrated ability to apply Environmental, Health, and Safety into Project Execution Plan (i.e., Environmental Checklists).
- Project Management experience.

Additional Information:

The City of Naperville, Illinois is a dynamic community of 153,000 residents, conveniently located 28 miles west of Chicago. Various publications have named Naperville as one of the best cities in the United States in which to live. The City has gained national recognition for our family-friendly environment, excellent schools and library system, low crime rate, and vibrant downtown area. It's also a great place to work! Our municipal government employs over 900 dedicated individuals in a wide range of job categories and provides a collaborative working environment, a forward-looking leadership team, and a competitive benefits package.

[Click here](#) to learn more about the benefits offered by the City of Naperville.

APPLY ONLINE AT:

<http://www.naperville.il.us/careers>

Applications should be completed thoroughly, and resumes will not be accepted in lieu of an application but should be attached to the application. Include all requested education, experience, attachments, and other information when applying. Incomplete applications are subject to rejection. Notifications to applicants will be sent electronically to the email address provided in the application.

THE CITY OF NAPERVILLE IS AN E. O. E.

[CLICK HERE](#) for the City of Naperville's EEOP Utilization Report

The City of Naperville complies with the Americans with Disabilities Act (ADA). Individuals needing accommodations in the recruitment process should notify Human Resources in advance at (630) 305-7066.