

Manager of Capital Programs - Facilities

Pittsburgh Regional Transit is seeking a Manager of Capital Programs – Facilities to be responsible for the facility design and construction functions related to capital improvements, maintenance, and state of good repair of the Port Authority of Allegheny County d/b/a Pittsburgh Regional Transit (PRT)'s systems, facilities, buildings, tunnels, subways, and light rail transit system. Oversees staff and provides design and technical support in the operations and maintenance of various facilities/ equipment including building, mechanical, electrical, plumbing, and maintenance equipment.

Essential Functions:

- Oversees and manages all staffing, technical and control (such as budgets, schedules, reporting, quality assurance) required to implement and complete projects on PRT's infrastructure including but not limited to facilities, buildings, tunnels, subways, transit stations and site improvements. Performs all project management functions necessary to implement the design, construction and closeout of funded capital projects within established scope, schedule, budget and quality metrics. Provides guidance and assistance to PRT personnel on facility design issues and activities pertaining to all capital projects.
- Directly responsible for and supervises the daily activities of an assigned staff; provides day to day guidance and initiates personnel actions as appropriate. Evaluates staff performance, performs necessary administrative tasks and develops staff's technical and interpersonal skills.
- Maintains knowledge and makes decisions on facility design problems, building codes, permit procedures, environmental regulations and requirements of local municipal jurisdictions related to new construction, facility modifications, repair, reconstruction, and maintenance of facilities. Assists in developing and assessing the feasibility of preventive maintenance procedures for PRT facilities and equipment.

Job requirements include:

- BS Degree in Mechanical, Electrical, or Civil Engineering or Architecture or directly related technical field from an accredited school.
- Minimum of seven (7) years of progressive experience in managing projects in design and construction of buildings, facilities, and/or related work in managing capital projects and professional service contracts, quality control, dispute resolution, financial and schedule control. Four (4) of the seven (7) years must be in a project lead role.
- Three (3) years in a management supervisory role.
- Professional and effective communication skills.
- Valid PA driver's license.
- Demonstrated ability in the use of Windows.

Preferred attributes:

- Experience in building or plan construction, maintenance, and construction management.
- Registered Professional Engineer or Architect in the Commonwealth of Pennsylvania.
- Demonstrated ability in the use of Microsoft Word, Excel and PowerPoint.



We offer a comprehensive compensation and benefits package. Interested candidates should forward a cover letter (with salary requirements) and resume to:

Glenn Huetter
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Pittsburgh, PA 15222-2527
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EOE