Maintenance Supervisor
Physical Plant Program Manager II
Pay Grade 04 - PVL 85948

Type of Employment: Ongoing, Full Time (40 hours/week)

Location: Sellery Hall, 821 W Johnson St, Madison, WI
Click here to see a campus map

Department: Residence Hall Facilities

Compensation:
• Annual salary starting between $55,000 - $65,000 depending upon qualifications and experience
• A competitive benefits package

Schedule:
• Typical hours are within 7:00am - 5:00pm, Monday through Friday. Schedule alterations as operations and position expectations demand. Provide after hours, weekend and holiday on-call coverage as directed or necessitated by the job.

Requirements:
• A criminal background check will be conducted on all finalists.
• Driver's License preferred.
• This position requires the ability to lift up to 50 lbs on a routine basis.
• 7 Years of mechanical maintenance experience preferred.
• 1 -2 Years of supervisor experience or equivalent leadership experience preferred.
• EPA Refrigerant Handling or ability to obtain within the first 6 months.

Position Summary:
This position has been identified as a SUPERVISOR within the University Housing Competency Pyramid. As such, it is critical that this Supervisor exhibit the following skills and competencies from the supervisor level of the pyramid: Verbal Communication; Supports Employee Development Opportunities; Problem Solving; Written Communication; Supervision; Builds Trust & Team; Managing Performance/Accountability and Understands Impact. These Supervisor Competencies are in addition to the competencies defined at the Individual Contributor Levels

Under the general supervision of the Assistant Director of Resident Hall Facilities - Mechanical Maintenance, the Maintenance Supervisor supervises maintenance staff, student workers, and contractors responsible for the maintenance and repair operations for the University Housing Residence Halls. This position will directly supervise 6 full time maintenance staff, and a variety of student laborers.

The position requires independence of action and decision making authority, initiative, independent judgment, discretion, and an ability to effectively communicate with people. The incumbent in this position is expected to exercise a high level of administrative, problem solving skills and supervisory skills. In addition, this position requires the incumbent to be able to understand the importance of a supervisor's role in the Division, including how choices,
decisions, statements, actions, and behaviors in this role can/may impact others. This position is often the voice for others and will need to work to represent the needs of staff, supervisors and students.

Click here for a complete position description.

How to Apply:

Apply here by 11:59pm on April 17, 2016, for ensured consideration. Failure to submit complete application materials will result in ineligibility for this position.

- Within the online application, please identify three professional references that will be able to speak towards your performance in your current and/or most recent positions. University Housing requires that at least two of the three references be either your current or most recent supervisors. When listing your references to contact, please include the following information:
  o Name
  o Title of their position and relationship to you
  o Phone number
  o E-mail address
- Applicants must submit a cover letter and resume within the online application system. Within the cover letter, please discuss your interest and qualifications for the position.
- UW-Madison is committed to providing opportunities to people from all backgrounds to help create a welcoming, empowered, and inclusive community. UW-Madison encourages women, minorities, veterans, and people with disabilities to apply.
- For questions, please call 608-262-2766 or email hr@housing.wisc.edu.
- Information for candidates that have retired from a Wisconsin Retirement System (WRS) participating employer:
  o If you return to a WRS-covered employer, including the University of Wisconsin after retirement, you are considered a "rehired annuitant." Click HERE for basic information about your benefits if you are a rehired annuitant. Please note that provisions have changed for WRS participants who retired after July 1, 2013.

University Housing is an essential services provider and all University Housing employees are part of this commitment to our residents and guests. University Housing is unique from many other state agencies and university departments because we cannot close as our services must be maintained at all times.

University Housing values diversity and is an Equal Opportunity/Affirmative Action employer