



**Client:** Morrisville Water & Light

**Website:** [mwlvvt.com](http://mwlvvt.com)

**Position:** Superintendent of Electrical Operations

**Location:** Morrisville, Vermont

Morrisville Water & Light is one of the 2,200 not-for-profit public power utilities in the United States. The Village of Morrisville Water & Light Department (MWL) is a small, rural, not-for-profit municipal utility providing reliable water and sewer services to Morrisville and electric service to Morristown and five surrounding Towns.

**Position Overview:**

Reporting to the General Manager, the Superintendent of Electrical Operations will plan, organize, direct, and review all activities related to all aspects of electrical operations, services, and programs. The Superintendent of Electrical Operations will supervise, manage, and participate with all MWL electrical personnel in a wide range of infrastructure matters.

**Essential Duties and Responsibilities:**

- Participate in the development of Village objectives, plans and goals relative to the delivery of electrical services.
- Ensure the completion of goals established for the electrical services.
- Prepare and track expense and capital budgets for the electrical department, including payroll costs and invoice approval.
- Direct supervision and management of all electrical operations staff to include work scheduling, and time off planning.
- Manage employee development, work and job assignments.
- Schedule meter readers, tree trimming, new services, switching orders, disconnects and final reads.
- Oversight of the operations of the electrical department, including the training and enforcement of the safety manual.
- Comply with Federal and State Safety guidelines, keeping track of safety audits and operations reports.
- Develop and implement programs related to job safety, training and field procedures.
- Interaction with Union representatives, employees and contracts.
- Manage customer service matters in the field, to include job estimates, scheduling of customer work and closing out work orders.
- Respond to outage and emergency situations.
- Primary contact for all power outage events occurring outside normal work hours and coordinate MWL's response. Responsible for keeping the general manager in the loop.
- Perform cost pricing and analysis on projects, as well as prioritize projects.
- Maintain, update, and provide reporting on a routine preventative maintenance program.
- Work with General Manager on special assignments/projects as needed.
- Prepare reports for executive management.

- Regular updating of standards by staying abreast of industry and technology standards and changes.
- Staffing and call out procedure for emergencies and events.
- Inventory management.
- Daily operations reporting.
- Manage solar projects complying with Rule 5.10.
- Monitor, review and approve Switching Orders and dispatching.

**Qualifications, Education, and Experience:**

- Knowledge of municipal electrical services, equivalent to completion of a bachelor's degree and five years of related experience, or equivalent combination of education and experience.
- Experience in operations management.
- Prior municipal utility experience highly desirable.
- Budget and capital planning for a non-profit organization.
- Advanced computer skills including Excel, Word, and Outlook.
- Excellent management and communication skills.
- Ability to interact with various levels of personnel and the public.
- Motivational skills and ability to inspire team spirit and enthusiasm.
- Ability to manage, delegate, coach and provide a challenging and rewarding work environment.
- Above average ability to define problems, collect data, establish facts, and draw valid conclusions.
- Experience with operating procedures, OSHA safety regulations and bargaining agreements

*Gallagher, Flynn, & Company, LLP has been retained to conduct this search. Interested candidates may apply by sending a resume and cover letter to Dan Lyons, Managing Director, HR Consulting at [talentsolutions@gfc.com](mailto:talentsolutions@gfc.com) or call 802-556-1167. While we appreciate all interest in this opportunity, only candidates most closely aligned with our search will be contacted.*

***Disclaimer:*** *What is listed above is representative of the responsibilities of the position but are not meant to be an exhaustive list. Responsibilities may change during employment at the company's discretion. Gallagher, Flynn & Company, LLP and our client do not discriminate in employment based on race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, parental status, military service, or other non-merit factor.*