



Assistant Area Manager – Upper Connecticut

Location	Monroe, New Hampshire
Role	Assistant Area Manager – Upper Connecticut
Position Type	Regular, Full-time

General Information

The Assistant Area Manager supports the local area manager to ensure the safe and reliable maintenance and operation of the Great River Hydro assets on the Upper Connecticut River. This position will work to coordinate internal and external resources to ensure all area work can be completed, serve as a backup to the area manager and support the crew day to day and in required off hour duties.

Responsibilities

The Assistant Area Manager will be responsible for the following duties:

- Support the area manager by understanding all resources (people, financial, material, and time) in order to ensure maximum efficiency through planning, forecasting, and allocation and using the provided technology and tools to achieve those metrics.
- Maintenance of the Asset Management system, including the creating of notifications and work orders, the closing out of work orders, and the attachment of all relevant documentation as well as periodic configuration support of the asset management system.
- Active participation and qualification in Great River Hydro's lockout-tagout program.
- Provide support and coordination of any emergency response with a requirement for off hour availability to respond to emergency situations as necessary.
- Assisting with the development, justification, and monitoring of budgets for the area.
- Providing input and assistance in the development of goals and objectives at the area level that support the overall business objectives of the company.
- Understanding and actively managing asset risks and performance.
- Working with the area manager to develop and foster an environment which actively enables and encourages employee innovation and continuous improvement.
- Ensuring compliance with all relevant federal and state regulatory requirements and company policies and procedures relating to operations and maintenance.
- Effectively working and interacting with peers and colleagues in order to optimize results and contribute to overall company success.
- Ensure that company resources are effectively allocated and utilized to improve facility reliability and availability.
- Responsibility for various administrative functions with the area manager.
- Serve as a backup for the area manager as needed.

Qualifications

- Associates Degree, or diploma in a technical field of study preferred, or an equivalent combination of training and experience
- Minimum of five years of related industry experience preferred, prior electrical experience a plus
- Excellent PC/software and technology skills
- Prior experience in or exposure to effective resource allocation and utilization (budget preparation, forecasting, staff scheduling, supply chain management, etc.)
- Prior experience with conflict resolution and problem solving, including grievance resolution for bargaining unit employees.
- Excellent interpersonal and communication skills combined with the ability to utilize those skills during interactions with peers, employees, internal and external customers, and community groups.
- Knowledge and familiarity with Great River Hydro's practices, process, systems and strategic vision preferred.
- Familiarity with regulatory standards, such as OSHA, NFPA, NERC, FERC, etc.
- This position may require work on off hours, weekends and holidays as needed
- Maintenance of a valid driver's license required.
- Ability to lift/push/pull 50 lbs.