



# Gulf Coast Authority Job Posting

<b>General</b>	
The process begins with completing an employment application with a statement of why you are seeking this position and submit online at <a href="http://GCATX.ORG/Careers">GCATX.ORG/Careers</a> page. Upon receipt, it will be followed by a file review.	
<b>Position</b>	<b>Pay Range</b>
<b>Reliability Coordinator – Central Office</b>	<b>For Qualified Candidates IS ~ \$83,262.40-\$107,224.00</b>
<b>Job Summary</b>	
Reliability Coordinator position supports all facilities with standardization of reliability processes. Direction and guidance for mechanical integrity and reliability for operational performance of treatment processes and equipment. The Reliability Coordinator will provide primary reliability engineering support in identification, development, monitoring, maintenance and improved performance of critical equipment and current processes of treating wastewater primarily from industrial sources. The position reports directly to the Technical Director	
<b>Typical Duties and Responsibilities</b>	
Provide expert reliability engineering support in ensuring quality, dependability and repeatability of equipment. Demonstrate required engineering expertise in design, building, implementation and maintenance of equipment related to wastewater systems. Provide technical and reliability assistance to various organizational units and all GCA facilities. Assess critical equipment, process performance opportunities and recommend improvement, including equipment historical performance data. Work with equipment vendors concerning equipment issues, technology issues, failure problems and quotes on equipment used in some projects. Advise reliability/maintenance work on projects, maintain accurate and timely reports on activities including task accomplishment, scheduling timetables, milestones and budgetary performance. Collaborate with departments within GCA (such as Compliance, Engineering, Operations, and Maintenance) for reliability/maintenance work. Troubleshoot, assess, coordinate and support improvements to Computerized Maintenance Management System (CMMS) between all GCA facilities. Review and update as required engineering drawings, specifications, and submittals. Recommend and/or select proper systems to meet facility needs, including migration of current or new system at facility level. Support process safety, safety, and environmental compliance by participating in process hazard analysis, incident investigations, procedures development, management of change, alarm management, pressure protection management, and providing technical assistance for work scope development and assessment of operating impacts on rotating equipment. Be a key member of the Management Change (MOC) process, helping develop, review or implement MOC items as required. Participate in Root Cause Analysis (RCA) exercises and provide input/recommendations as necessary. Assimilate integration of incident reporting system into Reliability. Identify and implement advanced Preventive Maintenance (PM) and Predictive (PdM) programs and make appropriate adjustments bases on assessments and monitoring data. Audit reliability and maintenance programs and make recommendations for changes and improvements, including project audits. Facilitate "best practices" in equipment reliability among facilities. Effectively communicate with facility managers, plant supervisors, contractors, plant operations and maintenance personnel, suppliers, engineers and other employees in a timely and professional manner. Ensure reports and reliability information is transferred in Reliability program including PM and PdM schedules prior to project start-ups. Develop and monitor critical and spare part inventory programs. Serve as strong resource and partner to the leadership team and support organizational change management with GCA personnel. Lead with emphasis on relationship-building and bridge gaps across the Authority, building relationships with peers and supervisors/management necessary to be a team player. Maintain strict confidentiality of all reliability performance, project, financial, proprietary, process and other sensitive information. Perform other related duties and special projects as required.	
<b>Knowledge, Skills, and Abilities</b>	
Sound knowledge of reliability principles related to equipment, particularly rotating equipment such as pumps, gearboxes and blowers. Facilitate root cause analysis and train personnel appropriately fostering remediation evaluations. Pipeline experience and experience evaluating materials of construction preferred. Perform complex engineering calculations in design and implementation of reliability programs of treatment facilities. Proficient in Microsoft Office (Excel, Word, Outlook, etc.) Demonstrated ability to understand and implement state and federal regulations, contractual agreements, complex contract documents, equipment drawings, P& ID's technical manuals, specifications, building codes and correspondence related to design and construction of capital projects. Demonstrated ability to manage multiple priority items.	

Strong auditing skills with the ability to diagnose and advise on findings for effective recommendations and decision-making on performance, maintenance and reliability matters. Effectively communicate in a consistent and professional manner at all levels of the organization in oral, written and in project presentations and reporting to a variety of audiences as well as ability to solve problems and present solutions. Able to work collaboratively with multidisciplinary teams across all levels of the organization. Possess knowledge, behaviors and physical abilities for field work and exposure to extreme environmental working environments.

**Environmental conditions**

Work is performed primarily indoors but will require travel and working outdoors at remote locations. Capable of working outside in the heat and cold weather and in addition to normal working hours as required. Must be capable of travel, including driving, to and from remote facilities, including overnight travel.

**Education, certification, and experience required**

Requires bachelor's or higher degree in Civil or Mechanical Engineering from an accredited four-year college or university and three years of relevant experience or seven years of direct experience in predictive and preventive maintenance in wastewater, chemical or petroleum refining industries, or related environment. Possession or be eligible to apply for within one year of employment, a Professional Engineers license (P.E) in the State of Texas is preferred. Valid Class "C" Texas Driver's license.

**Physical requirements**

Ability to sit, stand for extended periods while performing various jobs such as operating PC, reading, writing, monitoring, testing and measuring. Ability to occasionally stand, walk, kneel crouch, stoop, squat and twist upper body while performing various job functions for extended and/or repetitive periods. Ability to grasp, lift and carry equipment, tools or materials to/from vehicle. Involves performing job duties under tight deadlines. Work outside of typical hours as needed to support operations and projects.

**Summary and Timing**

**The above statements are intended to describe the general nature and level of work being performed by the person assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, skills, and physical demands required of personnel so classified. Holding people assigned to this or any job to the expectations described herein does not constitute harassment in any form.**