

## **Application Supplemental Questionnaire**

**Position: MAINTENANCE FOREMAN**

Supplemental Questions are REQUIRED and MUST be submitted to be considered for this position. Responses to the questions serve as documentation of each candidate's ability to present information clearly and concisely in writing.

Please limit all answers to supplemental questions to no more than one page each. Responses must be typed. If no experience, please indicate "N/A". Your answers to these questions and your employment application will be evaluated to determine if you will be considered further.

1. Please describe your background, skills, and experience that make you well-suited for the Maintenance Foreman position.
2. This position is responsible for overseeing the maintenance, repair, and operation of water distribution and wastewater collection systems. Describe your experience with troubleshooting, diagnosing, and repairing mechanical, electrical and infrastructure problems within these types of systems.
3. Describe a time when you had to prioritize and schedule multiple maintenance tasks or emergency repairs. What methods or tools did you use to manage workload and ensure timely completion?
4. Explain your experience implementing or following preventive maintenance programs. Include examples of how your actions have helped reduce equipment downtime or improve system reliability.
5. Describe your experience leading, training, or mentoring field staff. How do you ensure that safety, quality, and efficiency standards are consistently met?
6. Summarize your experience in confined space entry in utility operations. What steps have you personally taken to ensure crew safety during confined space work?
7. Describe a time when you have identified or contributed to making a process more efficient on a maintenance procedure. Please describe how the efficiency upgrade reduced future workload or contributed to the resiliency of the system.