

CAREER OPPORTUNITY

CITY OF DAYTON, OHIO

GARAGE OPERATIONS SUPERVISOR



APPLICATIONS MUST BE SUBMITTED ONLINE:

June 2, 2014 THRU June 30, 2014

jobs.daytonohio.gov

ISSUE DATE: June 2, 2014

DEPARTMENT: PUBLIC WORKS

SALARY RANGE: \$64,833.60 to \$73,860.80

RESPONSIBILITIES: Plans, directs and supervises the maintenance and repair of heavy and light vehicles, construction equipment, passenger vehicles and specialized equipment. As a member of the Fleet Management Team, will indirectly and directly supervisor 30-50 employees. The incumbent must maintain a thorough knowledge of administrative policies/procedures and standard operating guidelines/procedures. Communicates and coordinates repair scheduling with personnel of other departments in order to determine timely repair completion to meet in-service needs. The incumbent participates in discussions regarding equipment needs, purchasing of new or replacement vehicles/equipment and disposing of vehicles/equipment. Assists the Fleet Manager in all phases of fleet operations and will act as Fleet Manager in their absence.

MINIMUM QUALIFICATIONS: Associate's degree in Automotive Service Technology, Business Management, Business Administration or other closely related field **AND** 5 years of supervisory experience in a private or government fleet maintenance facility. Must have the following ASE certifications at time of appointment and maintain thereafter as a term and condition of continued employment: Automotive Maintenance & Light Repair Certification, Automobile & Light Truck Certification (minimum of 4 certifications from the A1-A9 series) and Automobile Service Consultant Certification. Degree must be from a college or university that is accredited by the U.S. Department of Education through the North Central Association of Colleges and Universities or equivalent region. Must have a valid driver's license at time of appointment and maintain thereafter as a term and condition of continued employment. Within 120 days of appointment, must obtain and maintain a valid Ohio Class A Commercial Driver's License (C.D.L.), including the qualification to operate a vehicle with air brakes and any other endorsements required by the State of Ohio. Out of state residents must have equivalent license from their state of residence within the prescribed 120 days of appointment.

Applications must specifically address each of the minimum qualifications, directly showing how each is met.

Your online application must be submitted by June 30, 2014. A complete position description may be obtained from the Civil Service Board Office.

GENERAL EMPLOYMENT REQUIREMENTS

Final permanent appointment is contingent upon the applicant passing a job-related medical examination, including drug screen, and providing documentary evidence of Employment Authorization and Identity.

Appointment to positions in this classification will require applicants to pass a police background investigation.

An Equal Employment Opportunity Employer M/F/H

BENEFITS

- * 12 vacation days, 3 personal leave days and paid holidays
- * Supplementary leave for consecutive years of service
- * 15 days of sick leave per year (maximum 140 days)
- * Ohio Public Employees Retirement System (Ohio PERS)
- * City-paid basic term life insurance and optional additional coverage
- * Medical and dental plan options

CITY OF DAYTON

Dayton blends big-city amenities of theatre, dance, music, art galleries, restaurants and coffee houses with the small-town atmosphere of historic neighborhoods, professional sports, neighborhood priority boards and outdoor recreation. Below is a selection of popular destinations in Dayton:

Night Life

First Fridays
Urban Nights
Victoria Theatre
Human Race Theatre Company
Schuster Performing Arts Center
Dayton Contemporary Dance Company

Music & More

Dayton Opera
Appalachian Festival
Dayton Blues Festival
Women in Jazz Festival
Dayton Philharmonic Orchestra
CITYFOLK ethnic arts festival

Recreation & Sports

Five Rivers MetroParks
Dayton Gems ice hockey team
Dayton Dragons baseball team

Uniquely Downtown Dayton

RiverScape
Oregon Arts District
Dayton International Peace Museum

Fun to See, Do and Learn

Dayton Air Show
Woodland Cemetery
Dayton Art Institute
Carillon Historical Park
SunWatch Indian Village
Dayton Visual Arts Center
America's Packard Museum
Boonshoft Museum of Discovery
The Dayton Aviation Heritage National Historical Park

Dayton's Historic Neighborhoods

Dayton View Historic District
Grafton Hill Historic District
Huffman Historic District
Kenilworth Historic Neighborhood
McPherson Town Historic District
Oregon Historic District
South Park Historic District
St. Anne's Hill Historic District
Wright Dunbar Historic District

These attractions, plus a low cost of living and a wide choice of schools, make Dayton a fun and practical home for families and singles.