

CITY OF MANCHESTER

**HUMAN RESOURCES DEPARTMENT
ONE CITY HALL PLAZA
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CENTRAL FLEET SERVICES DIRECTOR

(Announcement Number R-20-19)

Grade 26

Salary Range: \$80,082.95 - \$114,179.12 plus comprehensive benefits

THE JOB: Plans, organizes and directs the operations and activities of the Central Fleet Services Department, performs related work as required.

MINIMUM QUALIFICATIONS: Graduation from an accredited four-year college or university with a bachelor's degree in business administration or related field. In addition, five years of increasingly responsible journey-level experience in the maintenance and repair of gasoline and diesel-fueled vehicles, both private and commercial, including work with procurement functions, one year of which must be in a supervisory position; and
Extensive experience in management of centralized fleet operations, or related experience; or
Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

REQUIRED SPECIAL QUALIFICATIONS: A valid New Hampshire driver's license is required at the time of appointment and must be maintained throughout employment;
Class B CDL preferred;
May be subject to on-call.

NOTE: Offer of hire conditional on candidate's ability to perform essential job functions, with or without accommodation, as determined by passing a medical exam, including alcohol and drug tests, and a thorough background investigation.

APPLICATION PROCEDURES: Candidates must complete a City of Manchester Employment Application available at City of Manchester website www.manchesternh.gov/jobs or in person at the Human Resources Dept. City Hall Annex. Submission of a resume is suggested.

OPENING DATE: March 5, 2019 **CLOSING DATE:** Tuesday, March 19, 2019

OFFICE HOURS: Office Hours: Monday through Friday, 8:00 AM to 5:00 PM

The City of Manchester is an Equal Employment Opportunity Employer

*****PLEASE POST*****

THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST