



Manager, Fleet Services

Permanent, Full-Time – 40 hours per week
\$106,870.40 - \$133,577.60 / annum

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect, and Leadership guide our team's work to support community wellbeing and connection, making Leduc a place where people want to live, work and play.

Come work with us!

- **Are you a trades professional who embraces a fast-paced environment?**
- **Are you a strategic thinker who loves to build and support high-performing teams?**
- **Do you have a passion for public service and making a positive difference in a community?**

What is the opportunity?

The Manager, Fleet Services reports to the Director, Public Services and is responsible for the daily oversight and operations of the Fleet Services Department.

Are you the leader we're looking for?

Whether you're providing operational updates and advice to senior leaders, mentoring a dynamic team, or working collaboratively with partners to maintain high standards of safety, you exemplify integrity, and innovation. Your team, peers and customers describe you as a trusted leader who values and supports customer service and strategic thinking.

What will you do?

- Provide leadership, mentorship, and guidance to a team of professional technicians
- Resolve customer service issues in a timely and effective manner
- Work closely with the Director of Public Services in planning, developing and reviewing both operational and capital budgets
- Draft specifications for equipment and vehicles
- Review and award Tenders as required
- Collaborate with leaders across the organization to ensure a high standard of safety, effectiveness of preventative maintenance programs and to ensure regulatory compliance with industry best practices
- Manage inspections and maintenance of shop equipment

What do you need to succeed?

- Journeyman Heavy Equipment Technician or Journeyman Automotive Technician
- Minimum 5 – 7 years' experience in one or both trades
- Certified Emergency Vehicle Technician
- Minimum 5 years' experience in a leadership/supervisory position
- Demonstrated knowledge and experience with a wide range of equipment used in a municipal setting
- Proven results orientation and ability to collaborate and engage others to achieve common goals
- Ability to establish and maintain effective relationships with key stakeholders and decision-makers
- First Aid Certification
- Class 3 Driver's License with Airbrake Endorsement
- Driver's Abstract with no more than 6 demerits

Preferred:

- Previous Municipal experience would be an asset
- Experience with the maintenance and repair of automotive equipment and small engines would be an asset
- Possess, or be able to possess, a license to complete Commercial Vehicle Inspections

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- Competitive salary
- LAPP pension
- Comprehensive health, dental and wellness benefits, including a generous healthcare spending account
- Professional development opportunities
- Starting at 4 weeks' vacation per year
- Annual City of Leduc recreation pass, including access to free drop-in programs

If this sounds like you, please apply through our website at www.leduc.ca/careers

Please note:

- As per the revised **Fit for Duty** Substance Use Prevention Policy (May 2019), this position has been deemed safety sensitive by the employer and as such is subject to reasonable cause and post-incident drug and alcohol testing.
- The successful candidate must be willing to provide a current Criminal Record Check at own expense.

Competition closes at **11:59 PM (MT) on March 26, 2024**. This competition may be used to fill future vacancies at the same or lower classification level. Due to the high volume of resumes received, we are not able to respond to individual phone calls. We thank all applicants for their interest; however, only those selected for interviews will be selected.