

Fleet Services Planner (Temporary, Full-time) - 2038

Close Date

October 13, 2026

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

Let's make Kamloops shine! Join our team today.

Position Overview

Are you passionate about keeping a city moving? As a **temporary, full-time Fleet Services Planner**, you'll play a key role in ensuring our fleet is running at peak performance! You'll coordinate, plan, and oversee essential vehicle and equipment maintenance within the City of Kamloops. This is your chance to use your expertise in fleet management, scheduling, and data analysis to streamline operations, improve efficiency, and ensure compliance with industry standards. If you thrive in a fast-paced, detail-oriented environment where your organizational skills make a direct impact, we want you on our team!

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We have world class, hiking and biking trails, ski resorts, green spaces, and facilities to fit whatever your passions are! We are nestled in the interior of British Columbia a few hours away from the Okanagan lakes and the Vancouver coastline. This is Kamloops!

The successful candidate must have the following qualifications:

1. Completion of a post-secondary diploma in Business Administration, or a related discipline, which includes at least two accounting courses.
2. Minimum three years' previous experience in preventative maintenance scheduling in an automotive, commercial transport or heavy-duty mechanic shop.
3. Completion of an Automotive Service Advisor course from an accredited institution.
4. Proficient in advanced Word, advanced Excel, and basic Access as demonstrated through testing. (70% pass rate required)
5. Valid Class 5 BC Driver's License.

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes a police information check. A comprehensive benefits package will be included with this position.

Please note, this Fleet Services Planner posting coincides with posting Fleet Services Planner - Training Opportunity #2040. Our preference is to only hire a fully qualified Fleet Services Planner, however, if there are no candidates deemed fully qualified, candidates for the Fleet Services Planner - Training Opportunity postings will be considered. Please note this is a temporary posting until approximately October 15, 2027 or return of incumbent.

This is a unionized position with CUPE Local 900; check out our [Collective Agreement \(2024 - 2025\)](#) for full details (ratified 2026 Collective Agreement coming soon). As this is a unionized position, all qualifications must be met in order to be shortlisted for the position.

Hourly Rate

\$43.113

Hours & Days of Work

Monday - Friday 7:00 am - 3:30 pm

This position is being hired under a modified schedule with an extra day off every third week.

Hours per Week

35

Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email hr@kamloops.ca or in person at 6-510 Lorne Street so we can better support you.

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at kamloops.ca/careers.