

# **CITY OF MANCHESTER**

**HUMAN RESOURCES DEPARTMENT**

**ONE CITY HALL PLAZA**

**MANCHESTER, NH 03101**

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**HUMANRESOURCES@MANCHESTERNH.GOV**



## **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](http://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*