

Pickering is a vibrant, connected, and engaged community that is experiencing both significant economic and residential growth. We continue to evolve as a preferred destination for creative learning, memorable events, and unique experiences, and are seeking passionate candidates that are committed to joining us on our journey.

Our dedicated, energetic staff are guided by our core values and corporate priorities which fuel an inclusive culture and encourages teamwork, customer service excellence, and personal and professional growth.

The City provides a competitive compensation and benefits package with a focus on workplace wellness. Explore our career opportunities and see how you can make a difference.

Supervisor, Fleet Operations

The incumbent is responsible for coordinating fleet operations and planning, supervising and directing the activities of staff engaged in the repair and maintenance of vehicles and equipment, and providing the Manager, with strategic support with respect to sustainable fleet operations and best practices. Acting as the Signing Authority on behalf of the Ministry of Transportation of Ontario, the incumbent coordinates and administers Corporate vehicle training as well as the vehicle accident review process. Work is accomplished through effective repair and preventive maintenance programs, planning and supervision of a team of skilled vehicle maintenance personnel. The incumbent is the front-line leader to facilitate effective employee relations in a unionized environment to ensure cohesive teamwork.

Successful applicants will possess the following:

- Post-secondary Diploma in a professional discipline pertinent to the job function.
- Motor Vehicle Mechanic (with diesel endorsement) is an asset.
- 310S and 310T Mechanics Licences are assets.
- Heavy Duty Equipment Certificate or equivalent, Propane Installation and Inspection Certificates are assets.
- MTO authorized signing authority for licensing and inspections.
- Five years progressively more responsible experience ideally within the fleet, automotive, or equipment industry, including at least two years management experience in a unionized environment.
- Maintenance experience with emergency service equipment.
- Previous experience as a trainer in the field of fleet is an asset.
- Comprehensive working knowledge of maintenance policies, procedures and general and preventive maintenance and repair of vehicles, machinery and equipment.
- Comprehensive knowledge of current legislation and regulations applicable to the operation of a vehicle service and repair garage.
- Considerable financial experience in budget and operational planning and in the use and development of financial tools that ensure the effective management of maintenance operations.
- Proven effective organizational, leadership, analytical, customer service and communication (written and oral) skills.
- Ability to establish and maintain effective business relationships with all levels of employees with a demonstrated understanding of team dynamics, motivation techniques and conflict resolution.
- Must be willing and able to work irregular hours on weekends and on statutory holidays as required.
- Demonstrated proficiency in the use of personal computers and Windows based computer applications.

- A valid class G driver's licence and a personal vehicle are required for the performance of duties. Must provide consent to conduct regular Driver's Abstracts through the Ministry of Transportation. A clean driving record is preferred. May be required to drive a Municipal vehicle.
- Demonstrated ability to teach, coach and guide staff in terms of vehicle training and development.
- Must be prepared to undergo a Criminal Reference Check as a condition of employment.

Compensation includes a comprehensive benefits package, pension plan and an annual salary range starting at \$94,086.14 (based on a 35 hour work week).

Qualified candidates may submit a detailed resume or online application form by **Friday, October 6, 2017** to:

Recruitment Specialist
Human Resources Division
One The Esplanade
Pickering, ON L1V 6K7

By Email: hr@pickering.ca
By Fax: 905.420.4638
Online: pickering.ca/employment

We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* and will be used for the purpose of candidate selection. Please contact Human Resources if you require accommodations throughout the recruitment process. Documents are available alternate formats upon request.

An Equal Opportunity Employer