



America's Small Town Capital

**Job Opening- January 27th, 2025
Equipment Division Supervisor**

Montpelier, Vermont has a current opening for an Equipment Division Supervisor of Public Works. The equipment division supervisor assumes responsibility for the administration of the City-wide vehicle and equipment maintenance program. The supervisor must be a skilled mechanic who coordinates maintenance repairs of automotive and construction equipment; and have the ability to assist the mechanics as necessary to keep the fleet functioning at optimal performance. The employee must be able to assist with diagnoses of difficult repair problems and provide training in skills such as hydraulics, diesel engines, welding, and fabrication of parts and tools. The supervisor will exercise individual judgement for procedures, methods, and results. Must be able to interact with vendors, consultants and other professionals, and make recommendations for the purchase and replacement of equipment to the Director. Responsible for managing stocks records and conducting reports on fleet health and repairs. Oversees maintenance and operation of the fuel island and general maintenance of the Dog River Facility. Oversees the safe working conditions in the shop, offices and at the fuel island, schedules repairs and maintenance of City owned assets. The successful candidate will, at a minimum, have the following qualifications: High school diploma or GED, or vocational school; a valid Vermont class B Commercial Driver's License; tanker endorsement preferred or the ability to obtain one within 90 days from date of hire, VT Inspection License preferred, or the ability to obtain one within by end of probationary period from the date of hire; and be able to pass pre-employment physical plus drug testing.

The City of Montpelier offers a comprehensive benefit package. This is a non-exempt hourly position eligible for overtime with an annual pay range between \$62,109 - \$79,331 depending on experience and qualifications.

Applicants interested in this position should email a resume and cover letter to Tanya Chambers at tchambers@montpelier-vt.org. This position will remain open until filled. Interested applicant should email Tanya Chambers.

The City of Montpelier, Vermont is an Equal Opportunity/Affirmative Action Employer. Applications from women, individuals with disabilities, and people from diverse cultural backgrounds are encouraged.