Help Wanted: Garage Foreman (City of New Bedford)

CITY OF NEW BEDFORD
GARAGE FOREMAN $49,984 — $60,973
DEPARTMENT OF FACILITIES & FLEET MANAGEMENT

Supervises, trains and directs garage personnel in repairs, maintenance and fabrication of equipment throughout City departments. Supervises the inspection and/or troubleshooting of vehicles to approve them for compliance with Registry of Motor Vehicle standards.

Enforces existing procedures and policies, and develops new garage methods and procedures as authorized. Ensures adherence to applicable City, State and Federal health and safety rules and regulations. Maintains garage and equipment in clean and orderly condition.

Assists the Superintendent with researching equipment before purchase to ensure the City has received the best long-term value when purchases are made. Keeps up with any changes or improvements that may develop.

Maintains records of all personnel in the garage. Maintains records of purchases, requisitions, Registry files, accident reports, outside repairs, etc.

High school diploma or GED equivalent required plus some specialized training in motor vehicle repair, and three years of related experience in the management of fleet garage; or any equivalent combination of education and experience. Thorough knowledge of automotive mechanics. Working knowledge of the hazards and safety precautions common to municipal maintenance and repair activities.

Possession of a valid Massachusetts driver's license with good

driving record, including CDL Class B endorsement, vehicle inspection license, hydraulic license and/or ability to obtain these licenses within six months from date of hire. Mandatory CORI (Criminal Offender Record Investigation) background check per City Council Ordinance effective May 14, 2013.

For application/complete job description, please visit www.newbedford-ma.gov or contact the Personnel Dept., 133 William St., Room 212, 508-979-1444. Applications will be accepted until a suitable candidate is found. New Bedford has a residency requirement. EEO