



Fleet Supervisor

Arlington Heights Park District

Contact Name: Jennifer Rogers

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Contact Phone:

Closing Date:

Salary: \$75,370-\$80,406

Description:

AHPD OVERVIEW

The Arlington Heights Park District (AHPD) is one of the most noteworthy park districts in Illinois. Located 25 miles northwest from downtown Chicago, AHPD is the 3rd largest Park District in Cook County and the 12th largest in the State of Illinois. Since 1925, AHPD continues to enrich the community by providing fun, accessible, and impactful recreation and facilities for every age and every season. The District are stewards of five community centers with outdoor pools, two tennis clubs, Lake Arlington, Arlington Ridge Center, two public golf clubs and a driving range, Arlington Heights Historical Museum, Senior Center, 58 parks, 44 playgrounds, 22 miles of jogging and bike trails across 714 acres of land. AHPD is a three times National Gold Medal Award recipient for excellence in the field of parks and recreation management and an Illinois Distinguished Accredited Agency.

GENERAL PARKS AND PLANNING INFORMATION

The Park District's 716 acres and 22 buildings are maintained by the staff in the Parks and Planning Department. The grounds department maintains the 58 parks with 48 tennis courts, 7 pickleball courts, 21 soccer fields, 42 baseball/softball fields, 31 basketball courts and 22 miles of paved walking and biking paths. The trades department, comprised of 8 full time staff, is dedicated to their trade responsibilities of HVAC, pool maintenance, fleet, electrical, plumbing, and carpentry. While each has their own dedicated responsibilities, they also work together across disciplines to provide quality and efficient service and repairs. Staff work cooperatively to deliver fun and safe special events like the Memorial Day parade and ceremony, 4th of July parade and Frontier Days, and the holiday tree lighting and display at North School Park.

JOB SPECIFIC INFORMATION

We are currently seeking a Fleet Supervisor to join our team and contribute to our ongoing success. If you are a dedicated fleet management professional looking for a challenging and fulfilling role, we encourage you to apply for the Fleet Supervisor position.

The Key responsibilities of this position include:

- **Leadership:** Supervise and mentor a team, ensuring adherence to all safety and regulatory requirements.
- **Operational Efficiency:** Oversee the scheduling, dispatching, and routing of our fleet to maximize efficiency and minimize operational costs.
- **Vehicle Maintenance:** Ensure all vehicles are maintained to the highest standards through regular maintenance and timely repairs.

- **Compliance:** Monitor and enforce compliance with industry regulations, including DOT standards.
- **Problem Solving:** Address logistical challenges promptly and implement effective solutions to maintain smooth operations.

EDUCATION, EXPERIENCE AND TRAINING

- High school graduate or G.E.D. supplemented by gas and diesel engine systems or automotive systems show work or vocational schooling preferred.
- Minimum five years experience at a skilled level as an equipment or automotive mechanic with a minimum of two years of supervisory experience.
- Or, any equivalent combination of education, experience, and training
- Valid Illinois Class C “Non-CDL” Driver’s license within nine months of hire
- CPR and AED Certification required within six months of employment

This position must possess the following qualifications:

- Proven experience in fleet management or a similar supervisory role.
- Strong leadership, communication, and organizational skills.
- Proficiency with fleet management software and knowledge of DOT regulations.
- A proactive and adaptable approach with the ability to manage multiple priorities

BENEFITS WE OFFER

In exchange for your time and talent, we offer a generous benefit package, including:

- Medical, Dental and Vision coverage
- Life Insurance (basic & voluntary additional coverage)
- IMRF Defined Benefit Pension
- Short- and Long-Term Disability (IMRF)
- 457 and ROTH 457 Defined Contribution Plans
- Medical and Childcare Flexible Spending Accounts
- Paid Time Off (sick, vacation and Floating Holidays)
- Paid Parental Leave
- Childcare discounts
- Tuition Reimbursement
- PPE Reimbursement
- Park District facility and program discounts for employees and their families

The Arlington Heights Park District commits itself to diversity, equity, and inclusion to create a mutually respectful, multicultural, and equitable environment.