



DEPARTMENT OF
PUBLIC WORKS

is hiring!



The City of San Rafael is hiring a **Service Manager** for the Public Works Garage

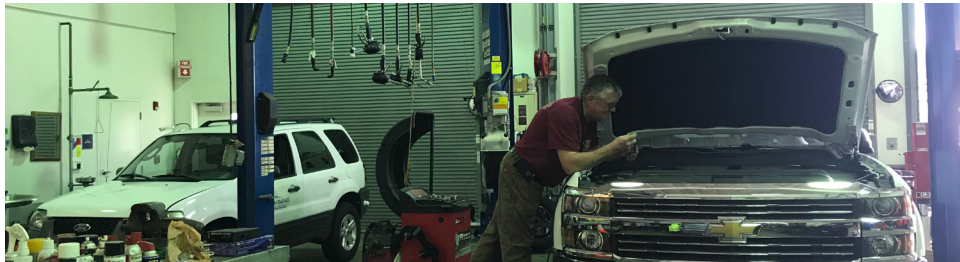
\$74,832 - \$90,960 annually, DOQ/DOE

plus excellent City benefits

An integral part of the Public Works team, the **Service Manager** for the Garage (Shop & Equipment Supervisor) oversees maintenance, outfitting, and skilled repair of City fleet and police vehicles and equipment. As a working supervisor, the position participates in repairs and provides guidance to line level staff. The ideal candidate should have technical knowledge of not only standard fleet vehicles but also of heavy equipment, fabrication and welding.

The Supervisor manages the Garage's \$500K budget, including ordering and managing inventory and vendor accounts, and processing invoices.

The ideal candidate must have strong customer service and interpersonal skills to be able to work well with the small Garage team. The Supervisor is entrusted to maintain quality and provide excellent customer service in order to ensure our first responders and employees are empowered to serve the residents of San Rafael with a safe, reliable and operable fleet.



COLLABORATIVE CITY ENVIRONMENT

The Shop and Equipment Supervisor oversees two full time Vehicle & Equipment Mechanics and one part time Equipment Attendant, and works closely with the Fire Equipment Mechanic, Public Works maintenance staff, and other City Departments including Parking Services and the Police Department.

COMPETITIVE BENEFITS PACKAGE

The City is part of the Marin County Employees Retirement Association, which offers reciprocity between agencies in CalPERS. A full flex cafeteria plan for health insurance can be applied or converted to cash. Dental and vision insurance is available. A comprehensive leave package includes 11 paid holidays, 10-25 vacation days, and 12 sick days per year.

SUPERVISOR ROLE

Directly oversees three mechanics and the City's fleet of 185 vehicles and 65 heavy equipment.

LOCATION

- Public Works Corp Yard -
111 Morphew Street, San Rafael
- Just 0.5 miles from Richmond-San Rafael bridge
 - Free parking onsite

HOURS

Beat the traffic: 6:30am-2:30pm
37.5 hour work week

SELECTION PROCESS

- Apply online
- In-person oral board exam
- Practical performance exercise onsite

APPLY BY SEPTEMBER 11, 2020

Submit an application at
www.cityofsanrafael.org/jobs

RECRUITMENT CONTACT

Rhonda Castellucci, Human
Resources Representative

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