

Fleet Maintenance Manager Job Description

Our innovative and growing company is looking for a fleet maintenance manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for fleet maintenance manager

- Ensure adequate communication and agree with the customer to ensure that the diagrams are agreed, and aligned with the resource constraints of the platform operational model
- Ensure a complimentary and cohesive service oriented process of maintenance and repairs on all equipment, rapid turnaround on prioritized repairs, and quality assurance
- Manage and oversee all staff in the department to include enforcement of policies, procedures, hiring, training, performance management/coaching, paperwork, and safety guidelines
- Develops training and guidance to staff
- Prepare analysis and strategies to best develop capital requests for optimal rotation of cars, trucks, snowmobiles, and heavy equipment
- Keep track of all fuel transactions
- Coordinate scheduling for all employees to keep the shop open seven days a week year round
- Direct the allocation of all equipment for specific departments
- Assesses and follows SOX compliance for asset disposal
- Manages the proper selection, purchase, utilization and inventory of Company assets in support of the facilities, beverage department, and power industrial equipment and security departments

Qualifications for fleet maintenance manager

- Able to lead employees to perform the highest quality work and exceed expectations
- Union knowledge and experience preferred
- Possess a combination of education and technical experience including a minimum of 5 years hands-on mechanical supervisory experience
- Commercial Driver's License is a plus but not required
- Direct/Indirect supervision of full-time employees
- Supervises staff, conducts performance appraisals, trains and develops subordinates, processes promotions, salary increases, terminations, disciplinary actions

Fleet Maintenance Manager Jobs Inc

K Morrison



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