



City of Ankeny Iowa Fleet Technician

SALARY	\$30.71 - \$37.72 Hourly \$63,885.00 - \$78,462.00 Annually	LOCATION	211 SE Lorenz Dr, Ankeny
JOB TYPE	Full Time	JOB NUMBER	00644
DEPARTMENT	Public Works	OPENING DATE	07/07/2025
CLOSING DATE	7/27/2025 11:00 PM Central		

Function

The City of Ankeny is accepting applications for a Fleet Technician in the Central Garage, a division of the Public Works Department. This person will report to the Fleet Supervisor and performs duties under general supervision to repair, maintain, and service automotive, non-automotive, and heavy equipment; and to perform related duties as required.

The starting salary is \$30.714 - \$33.863 per hour, depending on relevant experience, with an excellent benefit package. Working hours are M-F 7:00 am - 3:30 pm, with frequent overtime as necessary.

The City of Ankeny offers a comprehensive benefits package including:

- Vacation and Sick Leave
- Personal Leave
- Nine (9) Paid Holidays
- Health/Dental/Life/LTD Insurance
- Wellness Programs and Incentives
- Tuition Reimbursement and Continuing Education Programs
- Public Service Student Loan Forgiveness Benefit
- Defined Benefits Pension Plan Through IPERS
- Deferred Compensation Plan
- Voluntary Insurance Benefit Options
- Longevity Pay

Deadline to apply is Sunday, July 27, 2025. Please apply online at www.AnkenyIowa.gov/jobs. Interested candidates must complete an application online and attach a resume. Pre-employment DOT physical & drug screen, and background check required.

To advance in the hiring process, you must pass a basic skills exam to be administered to all qualified applicants. Additional information will be emailed on Monday, July 28, 2025. Check your email (and junk email) for testing information. Contact HR if you do not receive the testing information on 7/28/2025.

Principal Duties and Responsibilities

- Inspects and tests units to determine need for repair and service.
- Performs repair and maintenance work on motorized equipment including brake work, chassis work, transmissions, electrical work, fuel systems, cooling systems, emission control systems, welding, safety inspections, A/C repair, and hydraulic equipment.
- Schedules and performs preventative maintenance on city vehicles including changing oil, greasing, and tune-ups.
- Operates units after repairs are complete to ensure good working order and that problems were corrected.
- Works with outside vendors to coordinate repairs covered by warranty or beyond the scope of department repair capabilities.
- Installs vehicles with specialized equipment needed for various departmental operations.
- Maintains adequate inventory of parts, supplies and tools needed to properly service vehicles and equipment.
- Maintains shop repair records, vehicle files, tool inventory lists, and material safety data forms.
- Works with various division heads in scheduling repairs, prioritizing work items, and determining need for repair work to be done by specialty shops.
- Consults with vehicle or equipment operators to assist in diagnosing problems and facilitating the repair procedure.
- Delivers vehicles to dealerships and specialty shops. Picks up parts and supplies as needed.
- Researches suppliers for quality of work on needed servicing and prices available on replacement parts. Reviews bills from vendors to assure accuracy and completeness.
- Performs cleaning and dispenser maintenance at the fueling facility.
- Keeps tools and equipment stored in appropriate locations and keeps shop clean and neat.
- Provide support for city programs and special events, community events, and emergency weather incidents.
- Assists others as requested, including participating in snow removal operations.

Entry Requirements and Skills

High school diploma or GED and 2 - 3 years of additional schooling, including automotive or diesel mechanics plus 3 - 5 years of related work experience in replacing, repairing, and adjusting a wide variety of motorized equipment operating systems.

Skill in the use and care of tools, equipment, and materials applicable to the work. Ability to modify equipment to meet specific needs, ability to estimate costs, ability to maintain records and reports, and ability to establish and maintain effective working relationships with other personnel.

Ability to read and interpret technical manuals, related diagrams and instructions; ability to perform work in accordance with established time and safety standards under undesirable temperature conditions; ability to use automated sources of technical support such as CD Rom and the Internet.

Skill in replacing, repairing, adjusting, and overhauling a wide variety of automotive and heavy equipment operating systems; skill in the safe and efficient use of shop and power tools and equipment; skill in the safe operation of motor vehicles; skill in diagnosing automotive systems in order to determine the nature and extent of defects and malfunctions.

REQUIRED SPECIAL QUALIFICATIONS:

- Shall be able to obtain and maintain valid Commercial Driver's License (CDL) issued by the State of Iowa, Class B with airbrakes endorsement within 90 calendar days of hire.
- Shall obtain and maintain a Mobile Air Condition Society (MACS) certification license within 30 calendar days of hire.

WORKING CONDITIONS:

- Operates equipment having varying degrees of noise and vibration.
- Climbs and walks over uneven terrain.

- May be required to work in field environment.
- May be called out after normal working hours to perform duties necessitated by emergencies including windstorms, snow and ice.
- Works around moving objects.
- Possible exposure to toxic conditions, fumes, odors, dust and risk of bodily injury.

PHYSICAL REQUIREMENTS:

- Must be insurable.
- Must be sighted.
- Must be able to hear normal conversation.
- Must be able to speak clearly at normal rate of conversation.
- May be required to stoop, walk and lift 75 pounds and carry a short distance.
- Must be able to raise and turn both hands and wrists above the head.
- Must be able to step up 12 to 18 inches into employer's equipment.
- Must be able to kneel, squat, climb, lie on a creeper, and work overhead.
- Must be able to move up and down ladders and stairs.
- Must keep regular and reliable attendance at work.

Employer

City of Ankeny Iowa

Address

410 West 1st St

Ankeny, Iowa, 50023-1557

Phone

515-965-6400

Website<http://www.ankenyiowa.gov>**Fleet Technician Supplemental Questionnaire*****QUESTION 1****Do you possess a current driver's license issued by the State of Iowa?**

- ☐ Yes
- ☐ No

QUESTION 2*Do you possess a Commercial Driver's License (CDL) Class B with airbrakes issued by the State of Iowa?**

- ☐ Yes
- ☐ No

QUESTION 3*Do you have additional training with a technical or community college to include automotive or diesel mechanics courses?**

- ☐ < 2 years of educational training
- ☐ 2 - 3 years of educational training
- ☐ 3 - 4 years of educational training
- ☐ NONE

***QUESTION 4**

Do you have work experience in replacing, repairing, and adjusting a wide variety of motorized equipment operating systems?

- ☐ < 2 years of work experience
- ☐ 2 - 3 years of work experience
- ☐ 3 - 4 years of work experience
- ☐ 5+ years of work experience

***QUESTION 5**

Do you possess a Mobile Air Conditional Society (MACS) certification license?

- ☐ Yes
- ☐ No

* Required Question