



City of Ankeny Iowa Fleet Supervisor

SALARY	\$95,073.00 - \$127,589.00 Annually	LOCATION	211 SE Lorenz Dr, Ankeny
JOB TYPE	Full Time	JOB NUMBER	00717
DEPARTMENT	Public Works	OPENING DATE	07/16/2026
CLOSING DATE	8/6/2026 10:00 PM Central		

Function

The City of Ankeny is accepting applications for a full-time position as Fleet Supervisor in the Public Works Department. The Fleet Supervisor will perform under general supervision; to plan, organize, assign, participate in, and supervise the work of personnel in the repair, maintenance, and servicing/repairing of fleet vehicles, heavy equipment, and a variety of small equipment; implement modern fleet technologies to optimize lifecycle management, maximize equipment uptime, and ensure sustainable operations; and perform related duties as required.

The Fleet Supervisor serves in a working supervisor capacity, performing daily operational tasks in addition to overseeing team members.

Starting salary is \$95,073 - \$110,059 annually depending on relevant work experience, with an excellent benefit package.

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

Parental Leave

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

Applications must be received by Thursday, August 6, 2026, at 10:00 pm. Interested individuals should apply online at www.ankenyiowa.gov and attach a resume and cover letter detailing experience. Pre-employment DOT physical, DOT drug screen, physical capacity profile, and background check required.

To advance in the hiring process, you must pass a civil service exam to be administered to all qualified applicants. Additional information will be emailed on Friday, August 7, 2026. Please check your email (and junk email) for testing information. Contact HR if you do not receive the testing information on 08/07/26.

Principal Duties and Responsibilities

- Schedules, assigns, and supervises preventive maintenance and repair work on all City assets including public safety and emergency vehicles, heavy equipment, and small equipment, in accordance with manufacturer specifications.
- Provides oversight, technical assistance and diagnostic support, and inspection of technicians' work.
- Leverages telematics, predictive maintenance data, and fleet analytics to optimize shop workflows, reduce vehicle downtime, and control operational costs.
- Reviews and approves work orders, parts inventory utilization, and employee timesheets to ensure accuracy and proper cost allocation.
- Ensures strict compliance with OSHA, EPA, and DOT regulations; develops and coordinates training programs focused on hazardous materials, and modern shop safety standards.
- Coordinates annual certifications and safety inspections for vehicle lifts, rigging, and specialized shop equipment.
- Maintains accurate digital records of vehicle lifecycles, maintenance histories, parts inventories, and Safety Data Sheets (SDS).
- Assists with the preparation of cost estimates procurement specifications, data-driven replacement schedules for new vehicle and equipment purchases.
- Evaluates fleet performance metrics (e.g., fuel and energy efficiency and total cost of ownership) and prepares actionable monthly and annual performance reports.
- Oversees the operation, regulatory compliance, and optimization of City fueling assets, including traditional fueling infrastructure and any future City-owned electric vehicle (EV) charging stations and networks.
- Participates in municipal emergency response operations, including seasonal snow and ice removal and severe weather response.
- Assists in the short and long-range planning and budgeting process for the Central Garage.
- Serves as the primary contact for City-owned emergency generator readiness and the coordination of outsourced specialized maintenance across all City facilities.
- Authorizes bids, oversees, and evaluates all vehicle maintenance work done outside of the shop.

Entry Requirements and Skills

- Graduation from high school or an equivalent
- Associate's degree in Automotive Mechanics Technology, Diesel Technology, or a closely related field.
- A minimum of five (5) years of experience as a journeyman fleet technician working with a diverse fleet of vehicles and equipment, including progressively responsible experience in shop management, parts logistics, or fleet administration.

Ability to follow complex oral and written instructions and to work from sketches and plans; ability to organize, direct, and coordinate the work of several subordinates and to supervise day to day maintenance activities; knowledge of occupational hazards and necessary safety precautions associated with central garage type activities; knowledge of vehicle fleet and equipment management; ability to establish and maintain effective working relationships with fellow employees. Skill in the use and care of tools, equipment, and materials applicable to the work and ability to train subordinates in their use. Ability to modify equipment to meet specific needs, ability to estimate costs, ability to produce and maintain computerized and non-computerized records and reports.

Required Special Qualifications:

- Must possess or be able to obtain and maintain a valid State of Iowa Class B Commercial Driver's License (CDL) with an air brake endorsement within 90 calendar days of hire.
- Must possess and maintain Mobile Air Climate Systems Association (MACS) Section 609 certification.
- Must obtain and maintain Underground Storage Tank (UST) Class A and B Operator certifications.

- Preferred: Automotive Service Excellence (ASE) certifications in automotive, medium/heavy truck, or electronic diesel engine diagnosis), or other recognized certifications in hybrid and electric vehicle maintenance.

Work Environment:

- 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 under the City's vehicle policy.
- 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 Supervisor Supplemental Questionnaire

*QUESTION 1

Do you possess a high school diploma or GED?

☐ Yes

☐ No

*QUESTION 2

Do you possess a valid driver's license?

☐ Yes

☐ No

*QUESTION 3

Do you currently possess a commercial driver license (CDL) or learner's permit?

- ☐ Learner's Permit
- ☐ CDL A or B License
- ☐ None

***QUESTION 4**

What field is your associate's degree?

- ☐ Automotive Mechanics Technology
- ☐ Diesel Technology
- ☐ Other
- ☐ None

***QUESTION 5**

If you answered "other" to the above question regarding your degree, what is your degree and what was your major or field of study?

***QUESTION 6**

How many years of experience do you have working as a journeyman fleet technician with a diverse fleet of vehicles and equipment, including progressively responsible experience in management or administration.

- ☐ 1 - 2 years work experience
- ☐ 3 - 4 years work experience
- ☐ 5 - 6 years work experience
- ☐ 7 + years of work experience
- ☐ No work experience

***QUESTION 7**

Click next to the certificates you currently possess and upload a copy of the certificate(s).

- ☐ Mobile Air Climate Systems Association
- ☐ Underground Storage Tank Class A and B Operator
- ☐ None

*** Required Question**