

**PUBLIC SERVICE MAINTENANCE SUPERVISOR
FACILITIES & FLEET**

Pay Range: \$63,000 - \$105,000 DOQ
Application Deadline: **February 7, 2025**

The City of Xenia is currently accepting applications for the position of Public Service Maintenance Supervisor. This role is responsible for planning, assigning and supervising tasks and projects for work teams related to the maintenance, repair, and construction of the City's infrastructure for the parks, facilities, grounds, garage and sanitation.

This is a full-time, exempt (salary) position. Full-time employees are eligible for benefits including medical, dental, vision and life insurance, vacation, sick, and personal leaves, holiday pay, and participates in the Ohio Public Employees Retirement System.

Required Qualifications:

- Ability to build and nurture healthy, respectful working relationships
- Valid Ohio Commercial Driver's License, Class A
- High school diploma or equivalent
- Experience with Microsoft applications

Preferred Qualifications:

- Management and supervisory experience
- Five years' experience in auto-mechanics
- Mobile HVAC and Automotive Service Excellence certifications
- Ohio EPA Class I water distribution and Class I sewer collection certifications
- Must obtain Department of Agriculture Commercial Applicator License within one year of appointment

Application Process:

Please send résumé and cover letter to the City of Xenia, Administrative Services Department, via e-mail to jobs@cityofxenia.org by **Friday, February 7, 2025** at 5:00 p.m.

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Thank you,

Sherri DeWine

**Sherri DeWine
Secretary
City of Xenia
107 E. Main St.
Xenia, OH 45385**

sdewine@cityofxenia.org

Phone 937-376-7232 Option "0"

Fax 937-374-1818



www.explorexenia.com

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