



**Position Open:**  
**Maintenance Manger – Police Department**

The purpose of this classification is to oversee the repair and maintenance of all vehicles, equipment, and facilities for the Madisonville Police Department. The Maintenance Manager will support the day to day operations of the Madisonville Police Department while working within the Support Services Division.

**Minimum Qualifications are below:**

- Possess a high school diploma or GED Equivalent
- Possess and maintain a valid Kentucky Driver's license
- Previous experience in fleet management
- Three years of experience in automotive and equipment maintenance and repair; or any equivalence combination of education, training, and experience with provides the required knowledge, skills, and abilities for this job

**Essential Job Functions are below:**

- Will keep a clean and well-organized work space. All equipment will have a designated storage area and need to be kept in those areas making it easier to find.
- Maintain, update, inventory, and purge all equipment, furniture and department owned property.
- Maintain the fleet vehicles and coordinate repairs, upgrades, and installations for each vehicle.
- Enter all records pertaining to fleet vehicles.
- Research and present cost analysis regarding projected costs for vehicle equipment, uniforms, etc. on a regular basis.
- Maintain all facilities and equipment owned by the agency including but not limited to workout facility, firing range, training complex, and main building.
- Order supplies as needed for assigned duties.
- Ensure necessary equipment and supplies are stocked and available at all times.
- Troubleshoot and correct mechanical problems.

Applications will be accepted at City Hall, 77 N. Main Street, Madisonville, KY 42431 until July 9, 2024. Applications are also available online at [www.madisonvilleliving.com](http://www.madisonvilleliving.com) and [www.indeed.com](http://www.indeed.com).

**The City of Madisonville is an Equal Opportunity Employer.**