



Department of Administrative Services

DIRECTOR OF STATE FLEET OPERATIONS

The State of Connecticut through the Department of Administrative Services is looking for a new leader for the State's Auto Fleet, consisting of 3500 vehicles that are permanently assigned or leased to state agencies to help them carry out their missions and objectives.



The Director of State Vehicle Fleet Operations has responsibility for an administrative office as well as oversight to three shop facilities and their equipment and parts inventory. The incumbent selected for this position will manage the State Fleet's Revolving Fund, implement cost control programs, contract through strategic sourcing and develop and revise standard operating procedures regarding the use, maintenance and protection of state owned vehicles.

Main priorities for the Director will be developing a Driver Safety Training program in conjunction with the State's Fleet Operations Safety Coordinator, as well as ensuring compliance with all state and federal safety and environmental programs. The successful candidate will increase efficiencies and guide state vehicle operations and maintenance services towards a safer, more eco-friendly and cost effective operation.

WHO WE'RE LOOKING FOR

The ideal candidate will possess:

- Six years of experience with primary responsibility and accountability for the direction of a large fleet operation consisting of a minimum of 500 vehicles.
- Experience developing capital and operating budgets.
- Experience in strategic planning, anticipating future vehicle needs and requirements with successful implementation of increased operational efficiencies, decreased costs and reduction of a fleet's carbon footprint.
- Experience negotiating and reviewing vehicle purchasing and maintenance contracts.
- Experience with DOT, OSHA and EPA regulations and compliance.
- Experience in employee safety management both in the shop environment and including the development of policies and practices resulting in increased driver safety and compliance.
- A focus on customer service and the required interpersonal skills and ability to communicate and work with all levels of constituents.



EXPERIENCE AND TRAINING

The Director of State Fleet Operations requires a General Experience minimum of (9) years professional/technical experience involving the operation, maintenance, or administration of a large motor fleet operation with Special Experience of two (2) of these years in a supervisory capacity. For State employees, supervisory level experience is at or above the level of Vehicle Control Supervisor.

Substitutions Allowed:

- College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree;
- A Master's degree in business or public administration may be substituted for one (1) additional year of the General Experience.



“CONNECTICUT IS STILL REVOLUTIONARY”

Still Revolutionary speaks to Connecticut's deep roots in the founding of this country and reminds us that we still have that independent, revolutionary spirit. For centuries we have been the home of literary greats, innovators and natural wonders — an incredibly diverse array of products and talent, all right here in Connecticut.

Governor Dannel P. Malloy



CONNECTICUT

Just as it has for centuries, Connecticut remains a haven for original ideas and fresh thinking! The state is a rich tapestry of interesting small towns and constantly evolving urban centers. More than any other New England state, we offer a blend of incredible natural beauty and sophisticated cultural options all within close proximity of each other as well to neighboring states. Connecticut possesses a level of taste and refinement with a personable, down to earth quality that is open and inviting. Come and share our excitement about the rich diversity of experiences Connecticut has to offer!



COMPENSATION PACKAGE

Salary range **\$86,813.00** to **\$118,362.00**. The total compensation package plan includes a generous benefit package worth over 50 percent of the employee's salary. Benefits and options include: extensive medical and dental insurance options, long and short term disability, life insurance, excellent retirement plan, deferred compensation plan, a generous vacation plan, personal leave, sick leave, 12 paid holidays, dependent care assistance program, and medical flexible spending account program. For more information go to: <https://portal.ct.gov/DAS/smART/General-Employee-Benefits> [https](https://portal.ct.gov/DAS/smART/General-Employee-Benefits)

TO APPLY

Application Instructions: Interested and qualified candidates are invited to apply for this exciting opportunity at <https://www.jobapscloud.com/CT/>.

Candidates are required to upload a cover letter and resume with their submission (NOTE: in order to upload documents, you must ensure that your Internet browser's 'pop-up' blocker is off. Failure to do so may prevent you from being able to upload documentation into JobAps). Questions about these required documents should be directed to Theresa Judge, at **Theresa.Judge@ct.gov** or **860-713-5319**.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, persons with disabilities and military veterans.