***Fleet Manager & Logistics Coordinator-Merced***

Central Valley Concrete & Trucking is seeking a Fleet Maintenance & Logistics Coordinator to directly manage and support a team of mechanics who are responsible for preventative maintenance, troubleshooting, diagnosis and repair of fleet vehicles and equipment. Benefits after 30 days, 401k after 1 yr., and Paid Vacation Time.

Essential Duties:

* Provide a safe, legal, cost effective fleet of vehicles with minimal downtime while meeting the needs of our customers’ demands.
* Work with owners and General Manager to develop and control the fleet department’s annual expenses and budget.
* Work with and monitor subordinates and vendors to ensure that the fleet is maintained in accordance with established standards.
* Develop reports to communicate essential information to owners and General Manager.
* Communicate with all departments on fleet department information
* Must be an experienced diesel mechanic

Preferred Qualifications

* Excellent communication, coaching and leadership skills
* Good computer skills with Microsoft Office Suite. Knowledge of fleet management software such as Dossier and Fleet Complete beneficial
* Familiarity with California DOT regulations
* Valid California driver’s license or the ability to obtain

Email [Ralph@centralvalleyconcrete.com](mailto:Ralph@centralvalleyconcrete.com) with your resume to be considered for an interview (please note the position you are applying for). Thank you.