



103 S. Main Street | Wayland, MI 49348 | [www.cityofwayland.org](http://www.cityofwayland.org) | P: 269-792-2265 | F: 269-792-0387

---

## DPW Crew Leader/Shop Foreman

• *City of Wayland, Michigan | \$26.45 – \$36.26 Per Hour | Full-Time, Non-Exempt*

The City of Wayland is seeking a highly qualified DPW Crew Leader/Shop Foreman who will lead the daily operations of the City's fleet maintenance shop by coordinating vehicle and equipment repairs, assigning work tasks, and ensuring safe, efficient service. This hands-on position provides mechanical expertise, maintains maintenance records, supports compliance with safety standards, and helps keep City vehicles and equipment operational. The role also performs Equipment Operator duties as needed and provides day-to-day work directions to crew members without formal supervisory responsibilities.

---

### ★ WHY JOIN US?

- ✓ Be part of a dedicated team that keeps City services running safely and efficiently.
  - ✓ Hands-on, meaningful work maintaining essential public infrastructure and equipment.
  - ✓ Supportive team culture with strong focus on safety, service, and reliability.
  - ✓ Enjoy stability, competitive pay, and a comprehensive benefits package.
- 

### 🔑 KEY RESPONSIBILITIES

- Coordinate and prioritize fleet maintenance and repair activities
  - Perform diagnostics, maintenance, and repairs on City vehicles and equipment
  - Organize and assign daily work activities
  - Maintain maintenance records and inventory documentation
  - Ensure compliance with safety and environmental regulations
  - Support operational readiness of the City's fleet and equipment
  - Operate City equipment and assist with DPW operations as needed
- 

### 📌 WHAT YOU BRING

#### Required

- High School Diploma/GED
- Valid Commercial Driver's License (CDL) Class B with air brakes endorsement (or registered for certification within 6 months).



103 S. Main Street | Wayland, MI 49348 | [www.cityofwayland.org](http://www.cityofwayland.org) | P: 269-792-2265 | F: 269-792-0387

---

### Preferred

- Experience in vehicle, equipment, and small engine maintenance and repair.
  - Knowledge of hydraulics, diagnostics, and MIOSHA safety standards.
  - Ability to organize work, manage priorities, and maintain accurate records.
  - Working knowledge of municipal infrastructure and public works operations.
  - Ability to read technical manuals, schematics, and work orders.
  - Strong communication skills and ability to work effectively with staff, vendors, and the public.
  - Ability to obtain and maintain a Michigan Pesticide Applicator's License.
- 

### WHY THE CITY OF WAYLAND?

Wayland is a welcoming, and growing community, committed to high-quality public service, transparency, and strong civic engagement. As a member of our leadership team, you will join a group of dedicated professionals who value:

- ✓ Integrity and public trust
  - ✓ Exceptional customer service
  - ✓ Collaboration across departments
- 



**APPLICATION DEADLINE: OPEN UNTIL FILLED.**

Submit your **resume and cover letter** to: [arodriguez@cityofwayland.org](mailto:arodriguez@cityofwayland.org)