

## Transit Shift Supervisor, Transit

**Annual Salary: \$36,004.80 GRADE 22 (Employees: Refer to Civil Service Rule VI.3.1 and VI.17 for promotional rate) Appointment to a position in the classified service shall be at the minimum of the corresponding pay range unless otherwise approved.**

**Benefits Offered:** 23.09 % employer retirement contribution; sick and vacation leave; health, dental, vision, and supplemental insurances offered.

Examination is announced to establish an employment list to fill vacancies in the Transit department and future vacancies as they occur.

### Kind of Work

The Transit Shift Supervisor performs supervisory work in the operating and scheduling of the City Transit Department.

### Minimum Applicant Qualifications:

- High School diploma or GED; supplemented by three (3) years of progressively responsible experience in transit operations
- Any equivalent combination of education, training and experience which provides the requisite knowledge, skills, and supervisory abilities for this position.
- **Must possess a valid State of Louisiana Class B commercial driver's license with Passenger and Air Brakes endorsements at time of hire and maintain throughout employment for this classification.**
- Applicants are subject to an examination that may consist of a written test, a rating of training and experience, a performance test or any combination thereof deemed necessary to adequately screen and rank applicants.

### Work Hours:

Monday - Friday, may work some weekends

### Kind of Examination

This examination may consist of a written test, a rating of training and experience, a performance test or any combination thereof deemed necessary to adequately screen and rank applicants. **Examination notices will be sent out via email with a testing date, time, and location.** Applicants must supply complete and accurate information concerning their previous training and experience including a detailed description of their work experience, the names and addresses of all previous employers and the dates of employment. The information is subject to verification.

**Must include copies of driver's license, diploma, GED, DD214, degree, etc. with application.**

**Accepting paper applications: Until filled**

**COMPLETE A PAPER APPLICATION AT:  
[WWW.CITYOFALEXANDRIALA.COM](http://WWW.CITYOFALEXANDRIALA.COM) UNDER OUR EMPLOYMENT PAGE**

**Completed applications may be submitted in one of the following ways:**

- a. Hand delivery: Civil Service Department 3rd Floor, 625 Murray Street  
Alexandria, LA 71301**
- b. Email: [civilservice@cityofalex.com](mailto:civilservice@cityofalex.com)**
- c. Fax: (318) 449-5232**

**Civil Service Department Ph. (318)449-5030 Email: [civilservice@cityofalex.com](mailto:civilservice@cityofalex.com)  
The City of Alexandria is an Equal Opportunity Employer.**