

Town of Exeter JOB VACANCY

Date of Notice: May 1, 2025
Position: **Lead Mechanic**
Pay Range: \$25.28 - \$33.99 (current SEIU pay scale)
** NEW Rates effective 06/30/2025: \$27.4288 - \$39.1069
Job Location: 13 Newfields Road, Exeter NH
Closing Date: Until Filled

Description: The Town of Exeter is seeking a Lead Mechanic for the Public Works Department. Responsible for the supervision of mechanic shop employees and the enforcement of operational and safety standards. Plans and coordinates maintenance activities, training, and improvements. Tracks and projects items for the annual budget; oversees purchases for materials and supplies. Develops work schedules and assignments. Repairs, maintains and inspects engines, transmissions, electrical and exhaust systems, cooling and brake systems, bodies and accessory equipment of all vehicles in the Town inventory. Welds or otherwise fashions or secures equipment for use or attachment to vehicles. Performs state inspections of registered vehicles owned by the town. Orders supplies to have sufficient inventory to meet emergency needs of garage. Responds to emergency road repair calls. Participates in snow fighting and removal operations, when required. Keeps thorough records and updates maintenance records and repairs in work order system.

Minimum Qualifications: Knowledge of motors, pumps, electronics, and related mechanical devices both diesel and gasoline powered. Position requires high school diploma or equivalent plus additional courses from a two-year college or technical school and one to three years of related experience, or equivalent combination of education and experience.

Applications available on Town website: <https://www.exeternh.gov/hr/employment-application>

Submit application and resume to:

Email:

dpwapplications@exeternh.gov

Mailing Address:

Town of Exeter
HR Department
10 Front Street
Exeter, NH 03833

The Town of Exeter is an equal opportunity employer and does not discriminate based on race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, marital status, sex, age, veteran status, sexual orientation, or any other category protected by law.