



Fleet Operations Shift Lead (M/F/D)



Onsite at Leonberg and surrounding area



From April 2025
or later



The position is initially
for one year



40 hours per week,
also on weekends
(06:30-15:00 / 14:30-23:00)



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INGgreen
your support for testing

INGgreen GmbH



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About us

INGgreen GmbH addresses the challenges of today's automotive and tech industry by providing services in test engineering, endurance testing, application development and process automation. Through our work, we help our customers to improve the usability and safety of automated driving systems.

Join our team and help drive the future of self-driving technology forward.

The role

Shift leads are a pivotal layer of management in Fleet Operations, responsible for ensuring daily operations are conducted with the highest levels of safety and efficiency. They play a crucial role in fostering an inclusive working environment where Vehicle Safety Officers / Test Drivers feel their ideas are valued and can voice safety concerns without fear. This role is vital, and candidates must possess exceptional skills and qualifications.

As a Shift Lead, you will be responsible for managing a team of Vehicle Safety Officers / Test Drivers to ensure that they are trained, motivated and performing their roles safely and achieving operational hours.

Key responsibilities:

- **Leadership and supervision:** Lead a team of Vehicle Safety Operators / Test Drivers during a shift, providing guidance, support, and direction to ensure tasks are completed efficiently and effectively.
- **Operational management:** Oversee the day-to-day operations within the shift, ensuring they meet the company's standards and goals. This includes managing work schedules, assigning tasks, and monitoring performance.
- **Performance management:** Line manage a group of Vehicle Safety Operators / Test Drivers who will operate across a rostered shift pattern, ensuring that you have face-to-face, documented contact with each member at least on a monthly basis.
- **Safety and compliance:** Ensure all operations comply with company policies and legal regulations. Promote a safe work environment by enforcing safety protocols.
- **Quality control:** Monitor the quality of on-road testing during a shift to ensure they meet the required standards. Address any issues or discrepancies and highlight them to the Quality Assurance team.
- **Problem solving:** Identify operational problems and challenges. Develop and implement practical solutions to overcome these issues, ensuring minimal disruption to the operations.
- **Communication:** Serve as the primary point of contact for the operations team during the shift. Communicate effectively with team members, management, and other departments to ensure a cohesive operation.
- **Reporting and documentation:** Prepare and submit reports on shift activities, including performance metrics, incident reports, and any deviations from the standard operating procedures.
- **Incident management:** Provide the initial point of contact for an on-road incident and initial 'Operations Officer' as per the company Major Incident Management Plan.

- **Training and development:** Coordinate individual and collective training and development events with the Quality Assurance team.
- **Continuous improvement:** Continuously seek ways to improve operational efficiency and effectiveness. Implement process improvements and best practices.

About you

In order to set you up for success as a Shift Lead at INGgreen, we're looking for the following skills and experience.

Essential

- You remain calm and controlled in a pressured environment.
- You take on board feedback and learn from your mistakes, employing a growth mindset to the way you develop yourself.
- You enjoy working with people, thriving in a team environment.
- You know how to manage your wellbeing including fatigue, stress and have personal, proven strategies to do this.
- Proven experience as a team coordinator or similar role.
- Strong leadership and communication skills in a 1:1 capacity, downwards to your team, and upwards and laterally with your other stakeholders.
- Ability to work under pressure and manage multiple priorities.
- Excellent problem-solving skills and attention to detail.
- Proficiency in Google Workspace or Microsoft Office suite.
- Available to work full-time on-site based out of our Leonberg and surrounding area Operations Centre, across a rostered shift pattern encompassing evenings and weekends.
- Full clean German driving licence (no points in driving record, please apply for a free excerpt from the Driver Fitness Register for this purpose) .
- Valid German (or EU) driving licence.
- At least 8 years driving experience - mainly in Germany.
- No blameworthy insurance claims in the past three years.
- Clean criminal record (we need a current excerpt of your police clearance certificate).
- Strong driving skills and knowledge and willingness to continue developing.
- All applications are required to disclose any second job as part of the application process.
- All applicants will be subject to a health check (before/after) the offer and should disclose any conditions that may affect their ability to safely operate a vehicle.
- Strong communication skills and a clear ability to empathise with others.
- Happy to work alone and equally happy working within a team.
- Adaptable, flexible and passionate about solving problems with innovative solutions.
- Employment is contingent upon passing pre-employment and ongoing drug and alcohol testing, in accordance with our Drugs & Alcohol policy. You will be tested during your onsite interview.
- Proficient in Microsoft Office suite, or equivalent (Google Suite).
- Proficient in German and English.

Shift Pattern - Rota issued 4 weeks in advance.

Monday to Saturday – 40 hours per week/weekend
(must be able to work weekends)

- 06:30-15:00
- 14:30-23:00

This role is based onsite at our office in Leonberg.

If you are passionate about self-driving cars and think you have what it takes to make a positive impact on the world, we encourage you to apply.

Make sure to include all relevant documents that highlight your qualifications and experience. After a positive evaluation of your application, you will be invited to take part in a multi-phase recruitment process.

Please apply for a free excerpt from the Driver Fitness Register for this purpose on time:

https://www.kba.de/DE/Themen/ZentraleRegister/FAER/Auskunft/faer_auskunft_node.html

We look forward to receiving your application!



To learn more about what drives us, visit <https://de.linkedin.com/company/inggreen-gmbh>

What we bring on the road for you

- INGgreen GmbH works on projects for well-known customers in the automotive and tech industry. Together we drive forward future-oriented topics such as autonomous driving.
- 30 vacation days per year.
- We are a value led organisation.
- We support your professional development and provide appropriate qualifications and further training measures.
- We offer you a fair salary and a company pension plan.
- You gain access to employee benefits through the corporate benefits program.

Please send your resume (CV) and a short cover letter to:

Mrs. Katharina Pohl
career@ing-green.de

For more information visit
<https://www.ing-green.de>

