

MANAGER, FACILITIES SERVICES FACILITIES AND CAMPUS DEVELOPMENT

BCIT's **Facilities and Campus Development** department is currently seeking a **regular, full-time Manager, Facilities Services** to join their team. This position is responsible for managing the maintenance function within the Facilities and Campus Development department, and oversees mechanical, electrical, general trades and contractors at the Burnaby campus. The Manager of Facilities Services will take on an **operational focus**: Custodial, Grounds/Landscaping and General Building Trades (Carpentry and Building Maintenance Workers), ensuring all applicable codes, regulations and practices are adhered to including City Codes, BC Building Codes, Work Safe BC and the National Fire Code.

DUTIES AND RESPONSIBILITIES:

- Assists in developing programs and processes for efficient operation of services provided by the department, including using facilities management information technology tools to improve business processes.
- Manages maintenance upgrade and renovation projects.
- Using sound preventative maintenance programs, ensures that facilities are functioning safely and efficiently, including ensuring that facilities are operating in compliance with applicable laws and codes.
- Establishes good Work Control practices, ensuring that maintenance priorities and customer needs are optimized with the available manpower. Works towards the full implementation of a Computerized Maintenance Management System for all Facility assets.
- Develops operational contingency plans for all BCIT sites.
- Performs other activities and tasks as required and assigned by the Director, Facilities Services.

QUALIFICATIONS:

- Bachelor's degree plus three to five years current managerial experience in a facilities or manufacturing environment (preferably in a unionized setting), or an equivalent combination of relevant education and experience.
- Training and experience in facilities management preventative maintenance, project management and building trades (including building codes, industry standards and procedures).
- Strong background in budgeting, and finance.
- Ability to lead others with a proven ability to build internal teams.
- Proven ability to plan and implement change, especially process improvements.
- Ability to communicate effectively with all levels of customers and create systems and processes that maximize customer service.
- Must be familiar with Microsoft office and state of the art information systems.

WHAT THIS POSITION HAS TO OFFER:

- A generous Total Compensation [package](#) which includes extended health and dental benefits and a competitive [pension](#) plan
- [Professional Development Funds](#) and opportunities for career development
- [Tuition](#) waivers for BCIT courses
- Subsidized parking and fitness facilities
- [Wellness](#) and Employee Assistance programs

View the full Job Description here: [Manager, Facilities Services](#)

START DATE: January 4, 2017
COMPETITION NUMBER: 16M254
OPENING DATE: October 29, 2016
CLOSING DATE: November 27, 2016

BCIT offers a competitive salary, generous benefits package and promotes an inclusive workplace. BCIT is an equal opportunity employer. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

Only those selected for an interview will be contacted. If selected for an interview, candidates will be required to present original copies of credentials.

**To apply, visit us at careers.bcit.ca
We are only able to accept applications that are submitted online.**