



Assistant Director of Maintenance Operations

Coquitlam School District invites applications from individuals for the position of Assistant Director of Maintenance Operations. As the third largest school district in the province we are located within a 40 minute drive from downtown Vancouver. The school district has a population of 30,000 students with approximately 3500 teaching, administrative, managerial and support staff.

The Assistant Director of Maintenance Operations is responsible for the management of the Maintenance Department as well as Annual Facilities Grant (AFG) funded projects. This position has supervisory responsibility for approximately 60 maintenance staff including all trades, grounds, security and stores staff. The Assistant Director of Maintenance Operations supports the Assistant Secretary Treasurer – Facilities and Planning in the effective management of the maintenance functions of the organization and assists with the development and implementation of planning for the provision of these services in alignment with the mission and goals of the Board of Education. The key objectives are increased functionality, improved working and learning environments as well as the maximized lifecycle of our buildings and grounds. The Assistant Director of Maintenance Operations reports to the Assistant Secretary Treasurer – Facilities and Planning Services.

Required Education and Experience

- Diploma in Building Technology or other relevant diploma/degree related to facility management from an accredited institution or an appropriate combination of training and applicable experience
- A minimum of five years' experience in facilities management including the direction of trades and grounds workers with a minimum of three years in administrative/leadership role preferably in a large complex multi- union public sector environment
- Demonstrated ability to successfully manage a sizable budget
- Demonstrated ability to successfully manage capital projects
- Field Safety Representative (FSR) certificate would be an asset
- Demonstrated ability to plan, organize, and implement solutions to issues and operational problems
- Excellent managerial, interpersonal, negotiating, dispute resolution and communication skills
- A valid class 5 BC Driver's license and business use of personal vehicle

A competitive salary is offered along with a generous benefits package. The successful applicant will be required to complete two criminal record checks.

Please visit www.sd43.bc.ca/employment for a detailed job description of this position.

To apply, please forward your resume and three reference contacts to cferguson@sd43.bc.ca no later than February 17th, 2017 at 4pm.

For more job opportunities with SD43, please visit www.makeafuture.ca/coquitlam