



SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)

Assistant Manager of Facilities and Transportation

School District No. 46 (Sunshine Coast) is looking for a dynamic, experienced individual to join our management team. The Assistant Manager of Facilities and Transportation is responsible for assisting the Manager of Facilities and Transportation with matters relating to the supervision of custodial and maintenance employees, the administration of district facilities (currently 20 sites), and transportation logistics. The position will also take a leading role in ensuring continued success of the district's Health and Safety Program. Candidates with a proven record of working effectively with contractors, employees and provincial bodies of authority will be given priority. The hours of this full-time position will overlap with our afternoon shift for custodial and flexibility with hours in this management role is expected.

Preferred qualifications for this position include:

- Post-secondary education in a relevant field (this could include a ticketed trade).
- A minimum of three years of demonstrated successful supervisory experience (in a unionized environment is preferred).
- A solid knowledge of maintenance and custodial protocol.
- A working knowledge of the BC Building Code, WorkSafeBC regulations and applicable government legislation related to facilities construction, operations maintenance, and health and safety.
- The ability to express ideas effectively, both orally and in writing; experience in the preparation of formal reports, oral/written presentations.
- The ability to work with computer programs, including email, word processing, spreadsheet and other web-based applications.
- Previous experience implementing a health and safety program.

A combination of education, experience, knowledge and skills will be considered. This position is part of our excluded staff and includes a competitive compensation and benefits package. Relocation expenses will be considered.

The Sunshine Coast school district is made up of several communities and 13 schools, providing educational excellence to a stable student population of 3,100 students. The region has a warm climate, gorgeous shoreline and wonderful views of the Strait of Georgia and the coastal mountains. The Sunshine Coast has incredible recreational opportunities and amenities that include shopping, the arts, and cultural activities. The Vancouver area is only a 40-minute ferry ride away.

Please submit applications online at www.makeafuture.ca/sunshine-coast referencing this posting. The deadline for applications is 4:30 PM on Friday, April 6, 2018. A full résumé, cover letter and two (2) professional references, including your current supervisor, are required with your application.

Human Resources Department
School District No. 46 (Sunshine Coast)
P.O. Box 220, Gibsons, BC. V0N 1V0
hr@sd46.bc.ca