

WorkSafe BC

Building Operations and Infrastructure Manager

Reference: 035562

Duration: Permanent, Full Time

Location: Richmond, British Columbia

Deadline date: November 6, 2020

Are you a progressive building operations thinker and innovator? Do you enjoy delivering strategic management plans for building operations for corporate real estate and projects to optimize corporate environment and provide flexibility for effective delivery of services?

Reporting to the Senior Manager, Building Operations and Maintenance, WorkSafeBC is looking for a Building Operations and Infrastructure Manager to join our facilities division. In this role, you'll provide leadership and guidance to staff, various contractors, consultants and technical resources to ensure effective development and implementation of programs dedicated to sustainable operations in areas such as building maintenance, interior architectural systems and other services for our Richmond head office and province wide area offices.

As a building operations and infrastructure manager you will:

- Manage and direct carpenter and maintenance staff and work with our electronic work order system for on demand and preventative maintenance work
- Strategize and prioritize work to prevent costly breakdowns and meeting the needs of our clients, in a timely manner
- Manage and direct trade services and resources for effective management of facility operations
- Manage contractors and oversee compliance and control of operations and maintenance activities
- Develop and execute building management programs and standards dedicated to delivery of effective services
- Deliver successful operations and/or facilities projects by managing the project lifecycle including planning, execution, monitoring, control and closure of projects
- Serve as key contact and provide direction to external stakeholders, contractors, consultants and manage awarded contractors to ensure service delivery and contract performance
- Identify contract requirements and collaborate on the tender process by making evaluations and recommendations of decisions to determine contract agreements and terms
- Plan, develop and administer annual operating and capital budget and manage financial resources

We're looking for someone who can:

- Communicate effectively both verbally and in-writing to different internal and external stakeholders
- Manage stressful situations and lead conflict resolution to find ways to best adapt to a situation and resolution
- Build and mentor a team dedicated to promote service excellence and promote continuous improvement and learning
- Develop and maintain positive relationships with assigned staff, service providers, suppliers, contractors, landlords and other external stakeholders

Your experience and educational background:

- Post-secondary degree or equivalent
- A minimum of five years' of recent work experience in a similar project management role inclusive of experience managing staff and contractors/consultants
- Professional designation in construction management and/or facilities management such as Certified Construction Manager, Certified Facilities Manager, Facilities Management Professional, Sustainable Facilities Professional, Project Management Professional
- Red Seal Trade is preferred
- An equivalent combination of education and experience will be considered.

Application requirements:

Please send any additional application materials via email to Talent Team by 4:30 p.m. on the closing date of the competition.

If you require an accommodation in the assessment process, please email HR Testing Accommodation (SM) at the time you submit your application.

Who are we?

At WorkSafeBC, we're dedicated to promoting safe and healthy workplaces across British Columbia. We partner with workers and employers to save lives and prevent injury, disease, and disability. When work-related injuries and diseases occur, we provide compensation, and support injured workers in their recovery, rehabilitation, and safe return to work. We also work diligently to sustain our workers compensation system for today and future generations. We're honoured to serve the 2.4 million workers and 245,000 registered employers in our province.

We recognize that our ability to make a difference relies on building a team with a rich variety of skills, knowledge, backgrounds, abilities, and experiences, and which reflects the diversity of the people we serve. We are committed to fostering a welcoming, inclusive, and supportive work culture where everyone can contribute as their best, authentic self. We encourage all qualified applicants to apply.

What's it like to work at WorkSafeBC?

It's challenging, stimulating and hugely rewarding. Our positions offer tremendous diversity and excellent opportunities for professional growth. Every day, the work we do impacts people and changes lives. What we do is important and so are the people we do it for.

Our benefits

Being part of WorkSafeBC means being part of a strong, committed team. Along with a competitive salary, your total compensation package includes vacation, optional leave arrangements, health care and dental benefits, and contributions toward your retirement pension. As a member of our team, you'll have access to services and benefits that can help you get the most out of work — and life. Learn more about what we offer.

WorkSafeBC is an inclusive and accessible employer committed to employment equity objectives and invites applications from all qualified individuals. Only those under consideration will be contacted. If you're unsuccessful, please accept our appreciation for your interest.

This position is restricted to those legally entitled to work in Canada.

Thank you, in advance, for applying.

Please apply online at: <https://rita.illicohodes.com/go/5f7dedfc9f1985077cd00c16/5d5191850ca13a05afe4f412/en>