

Manager, Building Operations

Permanent, Full-Time

Start Date: As soon as possible

Reporting to the Associate Director, Facilities, this position is responsible for planning, budgeting, and managing capital renewal and maintenance projects related to the physical plant. This position is responsible for effective building operations and specifically manages the activities of the engineering contract. This position is responsible for B.C. Hydro Programs and mandatory GHG reporting. Langara is currently participating in the BC Hydro Energy Manager Program.

Qualifications:

Education & Experience

- Bachelors in engineering or related building field.
- Ten (10) years of progressively senior experience in the management of building operations for large public facilities.
- Preference given to candidates with expertise in the operation and maintenance of electrical systems, HVAC systems and building control systems.
- Supervisory experience for technical and multi-trades disciplines.
- Registered as Certified Energy Manager or equivalent an asset.
- LEED professional accreditation an asset.
- Experience coordinating a B.C. Hydro Power Smart Energy program and its reporting requirements, an asset.
- An equivalent combination of education and experience may be considered.
- Knowledge of the policies, rules and regulations governing the operational aspects of a College and knowledge of all applicable by-laws, regulations and statutes related to the servicing and management of a College building.
- Experience with financial analyses, budget preparation and budget management.
- Experience in developing business cases and detailed report writing.

Skills & Abilities

- Excellent verbal and written communication skills, interpersonal skills, and presentation skills.
- Ability to interpret and apply College, government, agency, and departmental policies, procedures and guidelines.
- Ability to meet deadlines, prioritizes, and works under pressure.

- Ability to exercise a high level of initiative and responsibility.
- Ability to foster a cooperative work environment.
- Ability to manage, supervise and train employees, including organizing and assigning work.
- Ability to supervise contractors.
- Ability to use tact and discretion to deal with or settle complex requests or complaints.
- Must be a proactive, well-organized, energetic team player.
- Ability to read engineering drawings
- Intermediate proficiency in the use of computer applications including: building controls/automation systems, CMMS systems, word processing (MS Word), spreadsheet (Excel), database management (MS Access), EMIS (Energy Management Information Systems), e-mail, and Internet navigation.

Salary Range: \$2751.81 - \$3,439.75 Bi-Weekly (Pay Grade P*)

Employee Group: ADMIN

Hours & Days of Work: 8:30am - 4:30pm. Monday to Friday, however, hours may vary according to the needs of the department. This position is not subject to the compressed workweek schedule.

Application Information: To apply, please submit your resume and cover letter no later than 4:30pm of the closing date. For a copy of the position description please [click here](#).

Closing Date: October 13, 2016

Competition No.: A023-16

We thank you for your interest and advise that only those shortlisted will be contacted. Langara is committed to enhancing our diverse workforce.

[APPLY HERE](#)