



School District No. 35 (Langley)

Manager – Facilities Services

School District No. 35 (Langley) invites applications for the position of Manager, Facilities Services.

Reporting to the Director of Facilities, Transportation, and Capital Projects, the Manager of Facilities Services will be responsible for the custodial employees and custodial operations and will have the assistance of a Custodial Supervisor and two Custodial forepersons. The Manager will also oversee the shipping, receiving and small warehouse for the Facilities and Maintenance Department and will be the key contact for short term rentals and events such as; elections. The successful candidate will also be part of the site Health and Safety committee and assist with record keeping.

The successful applicant will have a certificate or diploma in Operations Management or a related field including working knowledge of Workers Compensation regulations. You will have a minimum of three years of recent supervisory experience in the building services field in a multi-site, unionized setting and current knowledge of custodial practices and processes related to cleaning, building security and custodial equipment/tools.

You will possess excellent organizational, management, leadership, communication and interpersonal skills including tact and diplomacy, problem solving, sound judgment, and the ability to build effective working relationships. The successful applicant will have the ability to manage multiple projects, set priorities, work independently, perform the duties with speed and accuracy and work effectively under pressure. You will also have strong analytical skills and excellent computer skills. A valid BC's Driver's license is required.

We offer a competitive salary including a comprehensive benefits package. Qualified individuals should submit a complete resume including references by Friday, April 19, 2019 at 4:00 p.m. to:

Erin Geisinger
Manager, Human Resources
4875 222nd Street, Langley, BC V3A 3Z7

Email: recruitment@sd35.bc.ca

The District appreciates the interest of all applicants, however, only those selected for an interview will be contacted.

Successful applicants will be subject to a criminal record check.