

Invites applications for the following position (s):

**COMPETITION NUMBER: 271**

**Administrative and Professional Staff (APSA)**

**Continuing Position**

**MANAGER, FACILITIES SERVICES, GRADE 12**

**FACILITIES SERVICES – SFU VANCOUVER**

POSITION NUMBER: 30552

**POSITION OUTLINE:**

The Manager, Facilities Services, is responsible for the effective and efficient management of the maintenance and operation of the facility infrastructure at the Vancouver campus. The facilities include Harbour Centre, Morris J Wosk Centre for Dialogue, Segal Graduate School for Business, 611 Alexander, and Goldcorp Centre for the Arts. The incumbent is responsible for providing key functions including: building operations and facilities management; budget management; administration and service delivery, Campus Security and Life Safety management; and Capital Expansion and Renovation Projects Management. **Please note: This position is located at Harbour Centre, 515 West Hastings Street, Vancouver, BC.**

**QUALIFICATIONS:**

- Undergraduate Degree in a related field of technology (e.g., engineering, architecture, land economics, etc.) or property or hotel management and eight years of related experience or the equivalent combination of education, training and experience.
- Excellent knowledge of electrical and electro/mechanical systems, including elevators, escalators, emergency generator, computerized control systems (HVAC and Security), heating, cooling, and plumbing systems, and radio communications systems.
- Excellent knowledge of preventative maintenance programs and security systems.
- Good knowledge of building code requirements.
- Good knowledge of emergency preparedness programming.
- Excellent human resource management, leadership, supervisory and team management skills.
- Excellent interpersonal and customer service skills.
- Excellent problem-solving, analytical reasoning, and conflict resolution skills.
- Excellent organizational and administration skills.
- Excellent communication skills (both verbal and written).
- Excellent budget and financial management skills.
- Excellent project estimating and project management skills.
- Ability to demonstrate a high level of initiative and independence.
- Proficient with standard office applications (i.e., Word, Excel, etc.) and enterprise level systems and database software (e.g., PeopleSoft).

**SALARY RANGE:**

\$77,349 to \$92,366 **per annum**

**START DATE:**

ASAP

A detailed resume and cover letter quoting **Competition #271** must be received in our office by **4:30 pm on May 30, 2016**, addressed to the attention of Francesca Turrell, Human Resources Advisor. Please follow the application instructions at: [http://www.sfu.ca/hr/prospective\\_employees/HowToApply.html](http://www.sfu.ca/hr/prospective_employees/HowToApply.html).

We thank all applicants for their interest; however, only those selected for interviews will be contacted.