

Building Services Manager Facility Management Full-Time Position Available

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number they are applying for in the subject line of the email

This competition may be used to establish a 6 month eligibility list of qualified candidates for future vacancies.

Red River College is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits, and the opportunity for personal and professional growth in a rewarding career.

Duties:

Reporting to the Director of Facility Management, the successful candidate will provide direct leadership to the Building Services and Grounds staff and is directly responsible for implementing and managing all facets of the Red River College pre-approved cleaning, pest control contracts, external cleaning contracts, landscaping and snow clearing activities. Responsibilities include budget development and control for each of the locations where cleaning and/or grounds services are provided by Red River College; overseeing the creation and implementation of preventative maintenance contracts for cleaning related and grounds keeping equipment; managing work schedules for internal staff; external contractors and service providers on a day to day basis, as well as longer term. This position manages and enforces all aspects of the WHMIS, Manitoba Workplace Health and Safety, and all Red River College policies and procedures as they pertain to the provision of cleaning and grounds services at each of the Red River College locations.

Required Qualifications:

- Management training or an equivalent combination of education and experience will be considered
- Several years of direct experience in the management of cleaning staff
- Knowledge of coordinating detailed preventative maintenance schedules and work order systems
- Excellent leadership skills
- Effective conflict resolution, analytical and problem solving skills
- Excellent interpersonal skills including the ability to communicate effectively with staff at all levels
- Exceptional verbal and written communications skills
- Experience with Microsoft Office Suite
- Good knowledge of safe work procedures as defined in the Manitoba Workplace Safety and Health Act and Regulations (W210)
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning

Assets:

- Experience leading or managing a grounds keeping crew for a small to medium size complex
- Knowledge of sustainability and green building principles and Manitoba Green Building policy
- Experience in the development and tendering of contracts

Conditions of Employment:

- Applicants must be legally entitled to work in Canada
- This position may be required to work evenings and/or weekends
- This position may be required to work overtime
- This position may be required to travel
- Incumbent must provide a current and satisfactory Criminal Records Check
- Valid Manitoba Class 5 driver's license

We seek diversity in our workplace. Indigenous persons, women, visible minorities and individuals with disabilities are encouraged to apply.

Competition Number: 2018-184
Closing Date: November 13, 2018
Salary Range: \$68,911 - \$94,289 per annum

Apply to Red River College by email: humanresources@rrc.ca

We thank all applicants for their interest, but only those selected for an interview will be contacted. Red River College provides accommodations to applicants with disabilities throughout the hiring process. If an applicant requires accommodation during the application or interview process, Human Resource Services will work with the applicant to meet accommodation needs.

For more information and other employment opportunities, visit blogs.rrc.ca/hr
2055 Notre Dame Ave., Winnipeg, Manitoba R3H0J9

