



Facility Manager

FM3 Facility Manager 3

Regular/full-time
Housing, Addictions and Homelessness
Operations, Property Services
Winnipeg MB

Advertisement Number: 44365

Salary(s): FM3 \$59,249.00 – \$78,678.00 per year

Closing Date: July 20, 2025

The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).

Employment Equity is a factor in selection for this competition. Consideration will be given to Indigenous people and persons with disabilities.

An eligibility list may be created for similar positions and will remain in effect for 12 months.

Introduction

Manitoba Housing provides a wide range of subsidized housing throughout the province of Manitoba. We partner with other governments, community organizations and private groups to create safe and affordable housing. Within the department the Property service division is looking to fill one (1) Facility Manager position.

Conditions of Employment:

- Must be legally entitled to work in Canada
- Must possess and maintain a valid Manitoba Class 5F Drivers Licence and be capable of travel within the District.
- Must be physically capable of performing the duties of the position, including sitting, lifting, reaching, working at heights and in confined spaces.
- Must provide and maintain a satisfactory Criminal Records Check, Vulnerable Persons Check, Child Abuse Registry Check and Adult Abuse Registry Check.

Qualifications:

Essential:

- A valid certificate/diploma for 5th Class Power Engineer or higher; or, equivalent training and related experience in facility management, operations and maintenance may be considered.
- Experience in facility and property management operations, including building operations and maintenance, with expertise in security systems, life safety systems, grounds equipment, client relations, and contractor relations.
- Experience with HVAC operations and maintenance.
- Knowledge of safe work practices, procedures and relevant safety policies and legislation, such as Manitoba's Workplace Safety and Health Act and associated regulations, and WHMIS.
- Experience and knowledge of construction and maintenance activities and equipment.
- Supervisory experience including but limited to coaching, mentoring, and attendance and performance management.
- Strong budgeting and financial skills, including cash flows, forecasting, monitoring and reporting.
- Strong customer and client relationship skills with the ability to establish and maintain effective working relationships with a diverse stakeholders.
- Effective interpersonal skills with the ability to effectively and courteously communicate with internal and external stakeholders.
- Ability to multi-task, prioritize and meet deadlines.
- Excellent computer skills with knowledge of Microsoft Office (Word, Excel, Outlook).

Duties:

Reporting to the District Property Manager, the Facility Manager is responsible for managing the operations and maintenance of a highly visible and sensitive portfolio, having significant responsibility for staff, budget and facilities with technical and non-technical complexities arising from the nature of client programs. The Facility Manager is expected to manage their programs independently and make decisions in accordance with the guidelines of divisional objectives and departmental policies and priorities including planning, supervising and executing the work program at the facilities.

Apply Now:

Advertisement # 44365
Talent Acquisition
Human Resource Services
600-259 Portage Avenue
Winnipeg, MB, R3B 2A9
Phone: 204-945-7518
Fax: 204-945-0601
Email: govjobs@gov.mb.ca

WHEN APPLYING TO THIS POSITION, PLEASE INDICATE THE ADVERTISEMENT NUMBER AND POSITION TITLE IN THE SUBJECT LINE AND/OR BODY OF YOUR EMAIL.

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process. When applying to this position, please indicate the advertisement number and position title in the subject line and/or body of your email. Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.

Please be advised that job competitions for represented positions may be grieved by internal represented applicants. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.

We thank all who apply and advise that only those selected for further consideration will be contacted.

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Any personal information provided including employment equity declarations will be used for employment and/or statistical purposes and is protected by The Freedom of Information and Protection of Privacy Act.

Alternate formats available upon request