

People, Place, Prosperity

Working within our Strategic Plan of People, Place, and Prosperity, and committing to our values of Integrity, Respect, Inclusiveness and Service, the successful candidate will work together to make the City of Cambridge a place for people to prosper – alive with opportunity.

What you will be doing

Reporting to the Director of Asset Management and PMO, the incumbent is responsible to direct the activities of the Facilities Management Section. Responsibilities include long and short range strategic planning, financial resourcing (including capital and operating budgets), resource management and employee relations. Responsible for the maintenance, operation and security of all City and partner facilities. Develops and implements long-range plans, programs and projects pertaining to the facility management function. Provides subject matter expertise and strategic direction in terms of risk mitigation, health and safety issues, and legislated requirements pertaining to facilities. In conjunction with the Manager of Community Emergency Planning, ensures facility building systems provide adequate emergency preparedness response capabilities. Responsible for the development and maintenance of all service level contracts at all City facilities. Collaborates with representatives of other city departments to ensure project implementation and program success. Close affiliation with Parks, Recreation and Culture, Asset Management, Building Design and Construction staff to ensure coordinated program success.

Education

- Undergraduate Level - Four years' or equivalent in Civil or Construction Engineering, or a Building Environmental Systems Diploma with related experience
- Professional Engineer Designation (P.Eng) preferred

Experience and Knowledge

- Minimum eight years' experience in Property and Facility Management including Supervisory Level
- Budget Preparation and Management

Preferred Certifications

Certified Building Technician Certificate (CBT)
Certified Recreation Facilities Professional (CRFP)
Project Management Certificate
LEED Building Certification
Facilities Management Professional (FMP)
Property and Facility Management

Skills you will rely on

Microsoft Office
Maintenance Preparation and Management

We will ask you for these items if you are hired

- Proof of your current and valid certificate(s) and/or educational qualifications
- Supervisor Health and Safety Awareness Training Certificate from the Ministry of Labour (may be obtained post offer)
- Valid G driver's license and access to reliable transportation

Your compensation

- Annual salary range of \$98,503 to \$120,126 (Non Union Salary Scale, Grade 7)
- Comprehensive benefits package including extended health, dental, travel benefits; long term disability; accidental death and dismemberment and life insurance.
- Enrolment in Ontario Municipal Employees Retirement System (OMERS).

Hours of work

Monday to Friday, 8:30 a.m. to 4:30 p.m. (35 hours per week).

Advertisement expiration date

To apply for this position visit: www.cambridge.ca/careers. This advertisement expires February 4, 2019.

Accommodation needs and protection of privacy

The City of Cambridge is committed to inclusion and diversity and encourages applications from all qualified individuals. Accommodations are available on request for candidates taking part in all aspects of the selection process. Please make your needs known in advance by contacting the Human Resources Division.

Personal information collected in relation to the recruitment process is collected under the authority outlined in the Municipal Freedom of Information and Protection of Privacy Act and used solely to determine eligibility for employment with the City of Cambridge only.