

## Facilities Manager

Hays • All Canberra ACT



Base pay

\$120,000 - \$140,000



Work type

Full time



Contract type

Permanent

### Job details



Date posted

15 Jul 2022



Expired On

19 Jul 2022



Category

Property & Real Estate



Occupation

Aged & Disability Care



Base pay

\$120,000 - \$140,000



Contract type

Permanent



Work type

Full time

### Full job description

#### Your new company

An interesting and exciting opportunity has arisen within a privately owned organisation with large and specialised facilities across multiple sites in Canberra. This organisation prides itself on their culture and unique working environment. The Facilities Manager vacancy will ensure the presentation, maintenance and compliance to relevant Australian Standards are applied to all assets within the company.

#### Your new role

This role is integral to the overall smooth operation of property and facilities within the precinct, reporting to the Senior Property Manager your responsibilities will include;

- Ensure and maintain very high standard of Property presentation at all times.
- Action, manage and investigate all corrective and preventative works to limit WH&S issues and minimise insurance claims.
- Review all compliance documentation relating to all aspects of Property Management including relevant registrations.
- Day to day management of all building and precinct maintenance contracts.
- Regular building and precinct Inspections including visiting Tenancies.
- Liaise and work closely with the Team Leaders to ensure all precinct requirements are aligned with the company expectations and operational requirements.
- Within this role there will be an on-call aspect, from time to time there will be property related issues needing to be dealt with after hours. The successful applicant will be issued with a mobile device for this purpose.

#### What you'll need to succeed

- Significant experience as a Facilities manager

- Comprehensive understanding of technical building services
- Through understanding of contract management
- Enjoy working in a team-based environment
- Impeccable written & oral communication skills
- Customer service focused
- Exposure to finance and budgeting Hold WHS in high regard with previous exposure to Risk Management.

**What you'll get in return**

If you are looking for a company that prides themselves on being able to deal with people rather than institutions, then look no further. This established role allows contribution to the evolution of the business, paving a bright career path for the successful candidate. You will be exposed to some fantastic incentives such as free onsite parking and yearly salary reviews.

**What you need to do now**

This is a great opportunity for a keen individual to apply their expertise and add some real value to this impressive organisation. Confidentiality is assured so if you would like to discuss this role in more detail or any other property opportunities please contact Aedan Jones at [aedan.jones@hays.com.au](mailto:aedan.jones@hays.com.au)

**LHS 297508 #2591675**