

SENIOR SITE SUPERVISOR



We are excited to announce that Edon Management has an opening for a Senior Site Supervisor in Red Deer. If you are looking for professional growth opportunities, desire a challenge, and enjoy working in a team environment, then you may be the perfect candidate for this role! For more information, please visit www.edonmgmt.com.

Here's what's waiting for you...

As a **Senior Site Supervisor based at the Red Deer Remand Centre**, you will be responsible for overseeing all aspects of building operations, including monitoring of the building management control system (BMCS), computerized maintenance management system (CMMS), preventive maintenance, custodial operations, building envelope and service requests. The successful candidate will possess proficient knowledge of operating new technologies to actively manage building requirements.

Competitive Compensation Package includes:

Full-time, weekday hours

Career development opportunities

Cellphone Allowance

Mileage Reimbursement

Family Dental & Health Benefits

Employee RRSP Program

Here's how you'll make a difference...

Major Responsibilities

- Assume responsibility for all aspects of operations at the Red Deer Remand Centre, including supervising and monitoring employees and subcontractors while they are on site, as well as performing regular building operations and preventive maintenance responsibilities
- Support the Operations Management team in effectively carrying out their property management activities, serving as both a gauge of service quality as well as a technical resource within areas of responsibility
- Provide technical support with all sites' Building Management Control Systems (BMCS), Computerized Maintenance Management Systems (CMMS) and other building management systems
- Provide training and guidance to Edon staff and subcontractors in the operation of building systems
- Develop and maintain strong working relationships with clients, subcontractors and suppliers
- Participate in and implement Quality Management System (QMS) processes to ensure intended outputs
- Provide after-hours on-site emergency support according to the on-call schedule

Experience & Qualifications

- 5+ years of hands-on building operations experience
- Valid 5th or new 4th Class Power Engineering Certificate
- Excellent knowledge of building systems (electrical, plumbing, sprinkler, life safety, HVAC, caretaking, etc.)
- Proficient computer skills including CMMS systems, BMCS systems, and Microsoft Word, Excel and Outlook
- Excellent customer care and communication skills
- Strong leadership skills, specifically in the area of directing operations staff and subcontractors
- Valid Driver's License and clean Driver's Abstract

A detailed job description may be requested by emailing centralcareers@edonmgmt.com.

Apply Today!

Email your resume to

centralcareers@edonmgmt.com stating

Job No. 1RD04262018 in the subject line

Fax your resume to 403-341-0626

with a cover page stating

Job No. 1RD04262018

Drop off your resume to reception at:

302-4920 51 St.

Red Deer, AB T4N 6K8

All resumes will be considered, but only those candidates selected for an interview will be contacted. Thank you for your interest in employment with Edon Management.