

BUILDING OPERATOR



We are excited to announce that Edon Management has an opening for a **Building Operator** in Wetaskiwin. If you desire a challenge, are looking for professional growth opportunities, and enjoy working in a team environment, then you may be the perfect candidate for this role! To find out more about Edon Management, visit www.edonmgmt.com.

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

As a Building Operator based in Wetaskiwin, you will be responsible for maintaining peak building performance and developing positive client relationships. The successful candidate will be responsible for coverage at *Reynolds Alberta Museum* and will require a personal vehicle and valid Driver's Licence.

Compensation and benefits package includes:

Full-time hours, Monday to Friday	Family Dental & Health Benefits	Cell Phone Allowance Program
Free Parking	Employee RRSP Program	Mileage Reimbursement

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

Major Responsibilities

- Perform daily building operations tasks such as regular building maintenance, building repairs, and ensuring preventive maintenance tasks are completed in accordance with Edon's Preventive Maintenance Program
- Monitor and liaise with maintenance staff and subcontractors while they are onsite
- Complete daily inspections and mechanical system checks
- Complete accurate and detailed documentation in accordance with Edon's Quality Management System
- Respond to service requests and emergencies
- Portray a favourable image of the organization while liaising with and addressing client issues and concerns

Experience & Qualifications

- Valid 5th Class Power Engineering Certificate
- Minimum two years hands-on building operations experience, preferably in a commercial building environment
- Excellent knowledge of building systems
- Experience with computer programs and computerized maintenance management systems (CMMS)
- Excellent communication and leadership skills
- Owns basic hand tools to perform building repairs
- Valid Driver's License and clean Driver's Abstract

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

Apply Today!

Email your resume to centralcareers@edonmgmt.com stating Job No. 1RD07092018 in the subject line.

Fax your resume to 403-341-0626 with a cover page stating Job No. 1RD07092018

Drop off your resume to reception at: Suite 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.