

BUILDING OPERATOR/MAINTENANCE



We are excited to announce that Edon Management has an opening for a **Building Operator/Maintenance** in Red Deer. 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/ Maintenance based in Red Deer, you will be responsible for maintaining peak building performance and developing positive client relationships. The successful candidate will split their time between building operations and maintenance responsibilities and will provide coverage at multiple sites. The candidate will require a personal vehicle and valid Driver's Licence.

Compensation and benefits package includes:

Full-time hours, Monday to Friday
Competitive Salary

Family Dental & Health Benefits
Employee RRSP Program

Cell Phone Allowance 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
- Perform general maintenance tasks including painting, drywall repairs, door repairs, minor plumbing, counter top replacements, window installation and minor moves
- 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. 1RD10192018 in the subject line.

Fax your resume to 403-341-0626
with a cover page stating
Job No. 1RD10192018

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.