

<b>March 1, 2022</b>	<b>Closing Date: Friday March 25, 2022</b>
<b>Job Title:</b> Facility Manager	<b>Reports to:</b> Director Operations & Programming
<b>Location:</b> Dakota Community Centre	<b>Hours:</b> 37.5 hours/week (management)
<b>Salary:</b> Commensurate with education and experience; comprehensive benefits package available (including: health, dental, RRSP, life, ADD etc.)	

**Summary**

Dakota Community Centre Inc. (Jonathan Toews Sportsplex & Dakota Fieldhouse) has a rare and exciting opportunity for a dynamic, knowledgeable and self-driven individual to join our team. Reporting to the Director of Operations & Programming, the Facility Manager is a key part of the Operations management team and is accountable for building and managing a high performing team that works with all parts of our organization to ensure facilities and grounds are operational, managed and maintained to the highest standards of safety and functionality for our community and thousands of users.

**Key Roles and Responsibilities**

- Manage all aspects of the Facilities Management Department, including hiring, training and managing staff, budget management, and overseeing and implanting plans to maintain building mechanical equipment, facilities and grounds. This includes but not limited to: Compressors, pumps (heat, water, and brine), building automation systems, boilers, HVAC and plumbing systems.
- Oversee maintenance of compressors, motors, lines, condensers, pumps and chillers for ice plant and general condition, cleanliness and functionality of facility.
- Day to day management and training of staff in ensuring compliance with facility rules, regulations and guidelines regarding safety and safe work procedures.
- Oversee and address all issues pertaining to the day-to-day operations of the ammonia ice plant and all other facility mechanical systems.
- Manage and implement plans for all grounds and field maintenance and staff.
- Engage and liaise with mechanical and other contractors
- Maintain detailed logs and manuals of all duties and maintenance.

**The successful candidate will have the following:**

- Power Engineer Certificate Refridgeration Class W or Power Engineer Class 4 or higher.
- Experience in building/ice facility maintenance and operations management, preferably at a sports & recreation/entertainment facility
- Previous experience in supervising, hiring and training staff.
- Knowledge and ability to supervise/conduct general maintenance including plumbing, carpentry, mechanical repair and electrical.
- Good communication, interpersonal and customer service skills.
- Well organized and a good record keeper.

- Ability to lead a small team and collaborate across other departments
- Ability to maintain composure and make decisions under stressful situations.
- Flexible and willing to work extended hours as necessary and to respond at any time to facility related emergencies.
- Class 5 Manitoba drivers' license.

To apply for this position please email your resume and cover letter, including salary expectations to [hr@dakotacc.com](mailto:hr@dakotacc.com).