



BRANDON SCHOOL DIVISION

Office of Human Resources

Position Description: SUPERVISOR OF FACILITIES
Competition: #O2403010
Location: MAINTENANCE
Hours/Day: 8.000
Start Date: JUNE 9, 2025, OR AS SOON AS POSSIBLE
Term of Employment: PERMANENT
Current Salary Range: \$92,220 to \$102,412 Annually
Application Deadline: 12:00 NOON, THURSDAY, MAY 15, 2025



Apply online today!

Purpose of Position

The Supervisor of Facilities will provide leadership and direction to all functions of facilities management as these functions pertain to the maintenance services of buildings and grounds.

Duties and Responsibilities

Are established by the Director of Facilities and Transportation within the parameters of the job description.

Required Qualifications

- Journeyman Certificate and/or a post-secondary degree in Facilities Management.
- A minimum of five (5) years' experience in facility management.
- Previous experience managing employees in a unionized environment, including experience interpreting and applying collective agreement provisions.
- Strong organizational and time management skills, with ability to work under pressure, multi-task and prioritize.
- Demonstrated experience in building maintenance and in troubleshooting repair requirements in a variety of construction trades.
- Demonstrated experience in project and budget management, procurement, staff supervision and evaluation.
- Experience with Preventative Maintenance Programs.
- Experience in coaching, mentoring, team building and motivating direct reports.
- Ability to exercise tact and diplomacy when dealing with confidential information.
- Strong reading, writing, analytical and mathematical skills.
- Excellent customer service skills and interpersonal skills.
- Must possess a valid class 5 driver's licence.

Preferred Qualifications and Experience

- Experience in a K-12 educational environment is an asset.
- Training or certification in Workplace Health and Safety, SDS Management, and WHMIS.
- Fourth (4th) Class Power Engineering Certificate is an asset.

Your cover letter must clearly indicate how you meet the required qualifications.

Employment will be subject to a Criminal Record Check and a Child Abuse Registry Check completed within the six (6) months preceding the date of application with results satisfactory to BSD. BSD will give consideration to gender equity, visible minorities, Indigenous peoples, and persons with disabilities. We thank all applicants for their interest. Only those selected for an interview will be contacted. Upon request, BSD will provide reasonable accommodations to applicants disabled by barriers during the interview and assessment process.

Accepting the Challenge

1031 - 6th Street • Brandon, Manitoba • R7A 4K5 • Telephone 204-729-3100 • Fax 204-727-2217

www.bsd.ca • info@bsd.ca • Twitter: [@BrandonMBSD](https://twitter.com/BrandonMBSD)