



Facility Maintenance Supervisor (Electrical/Mechanical)

Professional/Non Union

Regular Full-Time (40 hours weekly)

Salary Range: \$68,140-\$86,241(Non-union/Professional Band E)

Overview

StFX is a top-ranking Canadian university. We are seeking a Facility Maintenance Supervisor (Electrical/Mechanical) to be part of the team at Facilities Management. Reporting to the Manager, Maintenance, this position will be full time, 40 hours per week. The successful candidate must possess excellent interpersonal communication skills and able to motivate others. They must also be skilled in problem solving, decision making and planning, with excellent knowledge of regulatory codes and requirements and of performance management. Full benefits including pension plan.

Key Responsibilities

- Plan, organize and supervisor tradesmen to ensure that required maintenance, planned repairs, modifications, installations, renovation, and other maintenance activities are completed in a safe, economical, and timely manner.
- Monitor the quality of maintenance and repair work and direct and evaluate performance through regular inspection and direct supervision. Ensure completion of maintenance and repair jobs in accordance with established standards and codes. Occasionally assist maintenance staff on specific jobs to facilitate their training.
- Monitor contracted personnel and services to ensure satisfactory and acceptable safety and performance standards and specifications.
- Inspect and record deferred maintenance of mechanical and electrical equipment and building systems. Provide recommended solutions including preventative maintenance processes and energy conservation program opportunities.
- Assist in the formal documentation of campus utility systems including steam and condensate distribution, electrical distribution systems, water and wastewater distribution and communication systems.
- Understand and ensure compliance with all applicable safety regulations and codes.
- Work with the project office to integrate new or newly renovated buildings. Provide guidance related to standardization of building materials, systems, and equipment.

Qualifications

- Successful applicant must have Electrical and/or Mechanical Journeyman certification or Technologist discipline.
- Preference for five years' experience in a supervisory role.
- Available to respond to afterhours emergency calls and reside within 25 km radius of the University.
- Demonstrated ability to supervise resources and in scheduling preventive maintenance.
- Proven ability to work independently, demonstrate initiative and be a self-starter.
- Commitment to delivering exceptional value and great experience to customers.
- Confidentiality and discretion required.

Application Instructions

Applications will be received **until 5 pm AST on May 17, 2024**. To apply please submit a letter of application and a resume in confidence to **Human Resources, StFX University** at careers@stfx.ca. Only those selected for an interview will be contacted.

St. Francis Xavier University is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People.

Our institution is committed to upholding the values of equity, diversity, inclusion and accessibility. We encourage applications from members of groups that have been historically disadvantaged and marginalized, including Indigenous persons (especially Mi'kmaq), racialized persons (especially African Nova Scotians), persons with disabilities, those who identify as women and/or 2SLGBTQIA+ and any others who would contribute to the diversity of our community. Please note that all qualified candidates are encouraged to apply; however, applications from Canadians and permanent residents will be given priority.

We are also committed to the elimination of barriers to participation for persons with disabilities. Should you require an accommodation during the recruitment process, please contact Human Resources at hr@stfx.ca or 902-867-5038.

About St. Francis Xavier University

Established in 1853, St. Francis Xavier University (StFX) is consistently recognized as one of the best universities in Canada. StFX exceeds the needs of today's undergraduates through providing the very best academic experience -- outstanding teaching, exceptional hands-on research opportunities, and global exchanges -- all within Canada's most vibrant and inspiring residential campus. Here, the focus is on the academic and the personal development of every student, making community and social engagement a large part of the learning experience. Our students are academically strong and highly engaged in every aspect of life, determined to make a positive impact on the world.

In 2022, Maclean's annual university rankings put StFX #1 in student satisfaction and #2 in reputation across Canada in the primarily undergraduate category. For more, visit www.stfx.ca

About Antigonish, Nova Scotia

The beautiful and historic town of Antigonish is located within the northeastern corner of Nova Scotia. Only a 15-minute drive from the ocean and a two-hour drive to major urban centers, Antigonish is a family-friendly community with a diverse and growing population and provides access to excellent education at all levels. The town is surrounded by rolling countryside and beautiful beaches and is a hotspot for outdoor recreation, sports and other active lifestyle activities. Antigonish supports a vibrant culture in the arts with music, performing arts, visual arts and crafts, and fabulous festivals happening throughout the year.

For more information visit www.townofantigonish.ca or www.visitantigonish.ca.