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Facility/Maintenance Director

The San Angelo YMCA is seeking a dedicated, hands-on, hardworking Facility Director to join our team.

Job Description

The Facility Director is primarily responsible for planning, directing and coordinating all maintenance and proficient operation of the YMCA facilities and grounds. Responsibilities include facility maintenance, risk management, loss prevention, utility monitoring and performing small to mid-size construction and/or renovation projects to ensure the best member experience within the facilities and grounds.

Supervisory Responsibility

Responsible for supervision of 4 maintenance staff.

Qualifications

- A minimum of 3 years' prior experience working in facility management, construction management or similarly related field.
- Working knowledge and experience with mechanical, electrical and plumbing systems, carpentry, and other maintenance-related areas.
- Must have the ability to respond to quickly and efficiently to safety and emergency situations.

Essential Functions

- Direct overall coordination of facility and ground maintenance with Director of Operations and CEO to include planning, organizing and scheduling of work projects.
- Develop, implement, document and evaluate all preventative maintenance programs throughout the association.
- Ensure the proper operation of all mechanical systems.
- Manage routine inspection of grounds, facilities, and equipment to determine necessity of repairs or maintenance.
- Oversee all contractors that work in the facility and grounds.
- Work with outside agencies such as fire, health, building depts., etc. to ensure compliance with all local, state and federal regulations related to facilities and grounds.
- Recruit, hire, train, schedule and direct assigned staff and volunteers. Review and evaluate maintenance staff performance. Develop strategies to motivate staff and achieve goals.
- Understand and follow all safety rules and regulations.

Physical Demands

Must have the ability to perform essential maintenance to facility or equipment which may involve, but is not limited to, the following activities: climb, bend, stoop, kneel, reach with hands and arms, twist, lie on stomach and/or back, sit, stand for an extended period of time, walk, shovel/plow snow, mow grounds, lift and/or move up to 50-75 pounds, possess finger dexterity, grasp, perform repetitive motions, talk, hear and have visual acuity. Must be able to properly set up, climb and stand on ladders, scaffolding and platforms. Able to work with chemical compounds, solvents, cleaners, and solutions in all forms. Must have the ability to read, write and follow oral and written instructions and possess strong communication skills. Able to respond to critical incidents and emergency situations in a quick, efficient manner.

Work Environment

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and vehicles. The noise level in the work environment can vary from quiet to very loud depending upon the tasks being performed. The work is performed both indoors and out, and may require travel to various locations. While performing the duties of this job the employee is exposed to weather conditions prevalent at the time.

Requirements

1. Must be able to pass background check.
2. Must have good driving history and maintain a current driver's license.

Salary

\$30,000 - \$32,000