

## **Manager, Facilities Services**

### **Full Time (Non-Union/Management)**

**Department:** Maintenance/Facilities Services

**Reports To:** Director, Corporate Support Services

Sioux Lookout Meno Ya Win Health Centre is a state-of-the-art community hospital in rural Sioux Lookout, Ontario. We aim to be a Centre of Excellence in First Nations and northern healthcare by working together to improve the health status of individuals, families and communities now and for generations to come. We are the healthcare hub for remote northwestern Ontario, continuously growing and innovating to meet the needs of our 30,000 patients spread across over 600,000 square kilometers of sunset country. If you value compassion, respect, quality, teamwork, and are dedicated to excellence in your profession, this picturesque setting is the next step in your career!

### **Job Summary:**

Reporting to the Director, Corporate Support Services, the Manager of Facilities Services will assume leadership responsibility for hospital facilities, building systems and plant maintenance for all Sioux Lookout Meno Ya Win Health Centre campus including our long term care 20 bed residential unit. The Manager is responsible for providing leadership to staff on the facilities team and supports the overall mission, vision and values of the health centre in providing a safe, functional, comfortable environment for patients, staff and visitors. The Manager maintains responsibility for the site specific physical facilities and building systems/infrastructure, including proper operations, repair and maintenance of all business systems and equipment.

### **Qualifications:**

- Certified Engineering Technologist (CET) licence preferred and/or P. Eng. and/or Process Engineer
- Facility Management Certification preferred
- Diploma/Degree in leadership preferred with three (3) years progressive management experience within a Healthcare setting preferred in facilities building maintenance and plant services
- Proven experience with complex HVAC, electrical, plumbing and mechanical systems is preferred
- Ability to prioritize professional duties, manage multiple projects, and efficiently organize workload in a busy, fast-paced environment
- High level of critical and logical thinking, analysis, and/or reasoning to identify underlying principles, reasons, or facts
- Demonstrated abilities in leadership roles, effective communication, problem solving, team building, conflict resolution, decision making, managing change and group processes
- Effective written and verbal communication skills. A well-defined sense of diplomacy, including conflict resolution, and people management skills

### **Job Duties:**

- Maintains responsibility for the overall management of the Facilities Services department, and provides direction and oversight of the day to day operations of the hospital building systems including mechanical, heating, air conditioning, ventilation, electrical, plumbing, medical gases and life safety.
- Implements the goals and objectives for the department which are in alignment with the strategic objectives of the hospital, industry trends and technological advancements.
- Manages the daily routine of the facilities staff and maintains records of work schedules, vacations and daily payroll requirements.
- Monitors building and repair maintenance work requisitions by assigning priorities, manages emergency requests, schedules work for other requisitions and preventative maintenance.
- Ensures the continuity and reliability of utilities, systems and physical plant to ensure a safe, secure, comfortable physical environment for staff, volunteers, in/out patients, residents and associated family and visitors.
- Oversees and maintains the implementation of a complete and robust preventative maintenance program for all building systems and equipment.

## Exciting Health Care Opportunities

- Implements process/cost effectiveness improvements and oversees all building system reporting activities, including energy management program(s) and energy saving initiatives.
- Establishes and maintains a safety culture in the organization through visible leadership by example and ensures training, documentation, personal protective equipment, and procedures are available and applied. Encourages initiative and leadership in all aspects of safety.
- Engages and manages contractors, consultants, engineers, project managers and various disciplines involving construction, problem solving of building matters, renovations and major capital investments.
- Provides direction/leadership for the team as a coach and mentor by establishing a positive team environment based on respect, quality, teamwork and compassion by defining accountabilities of team while directing and supporting the overall goals of the department and maintaining staff with the appropriate skills and competencies to meet organizational and departmental objectives. Ensures, through succession planning and training, the continuous development of a high performing skilled team.
- Supports the capital budgeting process, prioritizing, and managing approved projects/renovations or purchases.
- Has a broad knowledge of the requirements of infection control during construction, renovation, and maintenance of health care facilities in accordance to CSA-Z317.13-17.
- Responsible for the effective use of department resources (budget, staffing, etc.). Ensures financial and planning processes are appropriately linked to projects, service delivery and other visible department outputs which provide value to clients, while identifying opportunities for cost savings and revenue generation.
- Supports the development and implementation of policies, procedures and systems for facilities building systems and maintenance that are in alignment with the hospital, human resources and union collective agreements.

### Benefits:

- Part of a highly motivated leadership team and healthcare professionals
- Full pension plan with HOOPP, employer contribution of 126%
- Green Shield benefits package
- Housing and relocation assistance
- Funded professional development opportunities

**Salary:** Will commensurate with qualifications and experience

**Closing Date:** When filled.

**Submit Application To:** Human Resources Recruitment  
Box 909, Sioux Lookout, ON, P8T 1B4  
(807) 737-3030  
Email: [careers@slmhc.on.ca](mailto:careers@slmhc.on.ca),  
Fax: (807) 737-6263

**Competition No.** NADMIN 03/19  
Please quote on your application.

