

Assistant Manager, Facilities & Plant Operations

The Bermuda Land Development Company Limited (BLDC) was formed by the Bermuda Government in 1996 to foster the development of roughly 400 acres of previously occupied military lands in Bermuda, i.e. Southside, Daniels Head, Tudor Hill, and Morgan's Point. BLDC's mandate is to integrate these lands into Bermuda's social and economic fabric, creating opportunities for increased employment now and in the future, in the furtherance of the well-being of present and future generations of Bermudians.

BLDC is seeking a highly motivated, customer focused individual to fill the position of Assistant Manager, Facilities & Plant Operations. The successful candidate will report directly to the Facilities & Plant Operations Manager and must be highly organized, able to manage multiple projects and meet deadlines.

Key responsibilities include:

- Managing the Facilities staff including mechanical services [HVAC/plumbing], electrical, carpentry, masonry, telecommunications services, and landscaping as well as management of the water infrastructures, including fresh water, R/O Plant, waste water and fire mains
- Overseeing building and property maintenance and operations including all emergency, routine and preventive maintenance and repair; campus facilities, equipment and vehicles; roads and telecommunications infrastructures; as well as street lighting and marina
- Liaising with architects, engineers, contractors and other vendors, securing quotes and making recommendations as well as monitoring service delivery against project specifications
- Implementing and ensuring all policies and procedures are consistently adhered to (including Environmental, Quality Assurance, and Health & Safety)

Experience & Qualification Requirements:

- A bachelor's degree in Mechanical or Civil Engineering or related field
- A minimum of three (3) years' experience in all aspects of facilities maintenance and/or construction management
- Excellent interpersonal, written and verbal communication skills is essential in order to communicate effectively with a variety of stakeholders including management, tenants, staff, contractors, suppliers and others. A proven track record of staff management, accountability, teamwork and customer focus is a must, with strong organization, analytical and leadership skills, and the ability to meet deadlines and provide timely follow ups
- Familiarity with Building Codes and Building and Construction regulatory requirements will be advantageous
- Demonstrated proficiency in Microsoft Office Suite in particular Excel, and a working knowledge of Microsoft Project with the ability to create, track and monitor projects, produce reports, charts and graphs. A working knowledge of AUTOCAD would be advantageous

Please apply in confidence, no later than **July 7, 2017** to:

Bermuda Land Development Company Limited

Reference: BLDC Facilities

Triton House, 1 Longfield Road, St. George's. DD 03 Bermuda

Email: hr@bldc.bm