

# Join a team who cares about excellence

BHB ensures the highest quality health care through service excellence, education and leadership. We seek qualified, highly motivated and experienced professionals to work in a supportive but demanding environment.

## VICE PRESIDENT

### FACILITIES MANAGEMENT, ESTATES & HOTEL SERVICES

Under the direction of the Chief Operating Officer, the post-holder will be responsible for leading Facilities Management, Engineering and Hotel Services (FMEHS). The Vice-President of Facilities Management, Engineering & Hotel Services co-ordinates hard facilities and engineering services as well as the soft facilities management services (dietary, laundry and housekeeping) for all BHB sites.

#### Key responsibilities include:

- assisting the Chief Operations and Chief Financial Officer in developing the long-term (three- seven year) estates plan and coordinating the performance of long-term new builds or renovations when transitioned to the short-term estates plan
- developing appropriate philosophies, goals, objectives, standards policies and procedures for the Directorate
- ensuring that the FMEHS annual budget is monitored and that expenditure is within agreed profile and standing financial instructions for the BHB
- ensuring that department and capital works projects are managed in accordance with the BHB's Department of Finance's Delegated Authority, Procurement and other fiscal controls
- evaluating and determining need to outsource contracted labour and services, developing applicable performance specifications, complying with competitive bidding policies and issuing contracts or purchase orders according to BHB's procurement policy
- developing the Bermuda Hospitals Board's annual maintenance, deferred maintenance and minor works budget
- ensuring that properties that comprise the BHB estate are regularly surveyed to ensure they are compliant with prevailing statutory regulations, including safety, building and tax codes.
- ensuring Accommodations Services are managed in a cost efficient manner such that properties held by the Board are consistent with the BHB's business needs
- ensuring that all hospital property is compliant with prevailing fire protection codes and fire safety equipment is in good working order

#### Qualifications & Registration required:

- Bachelor's Degree in Construction Management, Business Management, Engineering (Mechanical, Electrical, or Civil), or a related field. Master's Degree is preferred. Experience in a healthcare facility may be substituted for degree
- Registered Chartered Surveyor and /or certified Construction Project Manager is an asset
- Chartered Engineer or Professional Engineer registered with the Bermuda Professional Engineers Council
- Seven to Ten years' experience at a similar level within Healthcare Premises
- demonstrable proficiency in Medical Gas Pipeline Systems, High & Low Voltage networks and equipment, including CCHP and boiler plant and emergency generators
- must be familiar with infection prevention procedures and requirements
- a sound understanding of the various national standards, regulatory frameworks is required
- knowledge of steam plant and chillers, water treatment systems and sterilisation equipment is essential
- Experience in the remodeling and refurbishment of patient areas, upgrade of services and a focus on the Patient Environment is required, with the ability to incorporate and integrate Infection Prevention methods on all work in operational care zones
- must have strong communication (verbal and written) skills
- proficient with MS Office and Facilities Management packages

**Closing date for applications is: 1 October 2018.** Pre-employment substance abuse screening is mandatory for all successful candidates.

If you want to make a difference, and if your experience and qualifications match the above criteria,  
**visit [www.bermudahospitals.com](http://www.bermudahospitals.com), and apply through BHB Jobs NOW.**  
Select "Work at BHB" and follow the steps.



**Bermuda Hospitals Board**

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