

JOIN OUR TEAM

FACILITIES SERVICES DEPARTMENT

SENIOR FACILITIES OFFICER

CORE FUNCTIONS:

- Support the functions and activities of Facilities Management staff to promote adherence to established standards; ensure that property and persons are safeguarded; and mitigate reputational, financial, and operational risks related to its activities.
- Support the development and implementation of maintenance and management programmes associated with structural, mechanical, electrical, environmental, and other facilities-related systems for the Bank's facilities related projects.
- Assist with the oversight and implementation of all works, including the management of projects and associated budgets, contracts, consultancy relationships, quality assurance, risk assessments, and documentation management and integrity.
- Perform activities to provide optimal delivery and performance as it relates to the planning, design, construction, operation, and sustainability of facilities related works and implements. This includes tracking, testing, and commissioning of events; conducting field operations; reviewing field reports of consultants and contractors; tracking work progress and non-conformance issues, review of drawings, owner's operation and maintenance manuals, inspections and progress tracking of the works of vendors, consultants, and/or contractors.
- Assist with training of Bank's staff on the use of relevant design, construction, facilities, operational, and maintenance systems/tools/equipment.

EDUCATION & EXPERIENCE REQUIREMENTS:

- Bachelor's degree or equivalent in mechanical/civil engineering, facilities or construction management or an applied science, from a recognized tertiary institution, plus a minimum of three (3) years related experience (preferably commercial).
- Professional Certifications such as PE, FMP, CFM and/or PMP would be an asset.
- Sound knowledge of quality, environmental, and safety standards associated with civil, structural, electrical, mechanical, plumbing, carpentry, HVAC & fire protection systems, blueprint reading and interpretation as well as other related maintenance work.
- Sound knowledge of building codes, working with architectural and other technical drawings and manuals, and of other international standards related to facilities management.
- Sound knowledge of technology and system tools and the mechanical standards necessary to implement and oversee the design, acquisition, operation, training requirements, and maintenance of machinery, equipment, and facilities/operational related systems

Deadline: Tuesday, 23rd January 2024

Interested persons should send resumes directly to hrd@centralbankbahamas.com

Only shortlisted applicants will be contacted.

