



*Coquitlam is home to over 141,000 people and is a vibrant, regional urban centre. We are committed to carefully managing the City's future while continuing to deliver the highest level of service to the community through leadership, sustainability and innovation.*

## **Manager, City Assets Strategic Initiatives**

The City of Coquitlam is currently seeking a **Manager, City Assets** for their Strategic Initiatives Department. Reporting to the General Manager of Strategic Initiatives, this role is responsible for providing strategic leadership, planning for the operations and technical services of City buildings and facilities, and for ensuring that the City facilities are adequate for the current and future needs of the organization and the community.

The individual in this role will be responsible for developing facility asset management strategies and implementing effective preventative maintenance, upgrade programs and capital investment with associated budgetary requirements, providing the required level of service in the most cost-effective manner. This role will be responsible for overseeing facility operations and maintenance, monitoring asset performance, as well as directing the planning of assets in order to maintain health and safety standards for the intended use. Working in close collaboration with various city departments and user groups, the Manager, City Assets, will be responsible for aligning long term plans, identifying areas in which cost savings may be realized, and reporting out on life cost analysis to support informed decision making across the organization.

This role is a working manager role required to prepare reports on various matters related to the work, provide comments and recommendations and present to senior management team, committees and City Council as required. This role is responsible to recruit, motivate and coordinate employees, as well as deal with any performance issues that may arise.

The ideal candidate will have a minimum of five years facilities management experience coupled with a Degree in Engineering, Business and/or Architecture or related technical field or management areas. Experience with asset tracking tools and systems plus considerable related experience in asset management is essential. The ideal candidate will also possess excellent written and verbal communication skills, proven analytical and problem solving skills, ability to effectively present information and respond to sensitive issues. Knowledge and practice of project management processes an asset.

A valid Driver's License for the Province of British Columbia is required. Applicants under consideration will be required to consent to a Police Information Check.

The City offers a competitive salary, a comprehensive benefits package and an earned day off program. Please apply on-line at [www.coquitlam.ca/jobs](http://www.coquitlam.ca/jobs) by **5:00 pm, Monday, June 26, 2017.**

***The City of Coquitlam is an Equal Opportunity Employer***

*We thank all applicants for their interest; however, only those selected for an interview will be contacted.*