

Job Seekers

Welcome to the Facility Management Association of Australia Recruitment and Careers section for facility management and related property industries, your comprehensive employment resource for facility managers.

The Recruitment and Careers section provides career positions from individual organisations, as well as the resources of leading facilities management recruitment agencies

[Hays FM](#)

[Kingfisher Property Recruitment](#)

PROJECT MANAGER

- Facilities and Infrastructure Focus.
- Defence Industry.
- Based in Williamstown, VIC or Adelaide, SA.

BAE Systems is Australia's largest defence company and offers the Australian Defence Force and security customers total capability across aerospace, land, maritime and joint environments. Our 6,000 highly skilled employees work to provide our Army, Navy and Air Force with the capability they need, when they need it.

We are seeking an enthusiastic and energetic client side Facilities Project Manager to become part of our central Facilities & Infrastructure project team that provides specialist support to our core business units. The Facilities Project Manager will be expected to deliver medium value capital work and sub elements of buildings, infrastructure and facilities type projects. The role will from time to time involve assisting with the development of Facilities Management capability through the delivery of business improvement type projects.

We are looking for a pro-active Project Manager who is open-minded and flexible. You will be able to utilise your strong stakeholder management and influencing skills to drive projects.

You will be responsible for:

- The planning and delivery of medium value facilities and infrastructure projects and sub elements of major capital development projects.
- Developing and managing multi-functional project teams consisting of in-house staff, consultants and subcontractors.
- Organising a project into manageable activities and assigning and monitoring delivery of associated tasks within the project team.
- Developing and maintaining effective relationships with internal stakeholders to ensure that project outcomes reflect customer requirements and objectives.
- Working with the procurement department to identify suitable suppliers and effective procurement strategies and delivery models for designated projects.
- Developing effective relationships with consultants and subcontractors to ensure that contracts are delivered on time and to budget effective and timely manner.
- Ensuring that safety is considered throughout the project lifecycle to ensure that a safe to use product is delivered in a safe manner.
- Capture and resolution of issues and escalation where necessary.
- Reporting to the business and the Facilities Management function on project performance with respect to cost, quality, time, risk and safety.

You will have:

- Significant experience delivering projects in a facilities and or maintenance environment.

- Demonstrable knowledge and experience of facilities from a whole of life perspective including planning, design, construction, operation and maintenance.
- A Degree in Facilities Management or a related Engineering discipline.

To meet defence security requirements, applicants must be Australian citizens or eligible for citizenship.

We offer excellent remuneration together with outstanding development opportunities. With competitive salaries and wages, support for training and development, generous benefits, a genuine focus on diversity and family friendly, flexible work practices, consider BAE Systems for your next career move.

Applications should be addressed to:

Jessica Kitch

HR Advisor - Recruitment

Please ensure you attach a current resume and copy of your relevant qualification(s) to your application. A cover letter is preferred.

www.baesystemscareers.com.au

FACILITIES MANAGER –

SYDNEY SHOWGROUND

The Royal Agricultural Society of NSW (RAS) is one of the largest venue and event management organisations in Australia. The Sydney Showground site is operated by the RAS with such iconic events as Sydney Royal Easter Show, Big Day Out and V8 Supercars along with another 300 annual events and exhibitions

The RAS is seeking to appoint a suitably qualified Senior Manager, Facilities to be responsible for the planning and management of our physical assets, building services and property operations. With up to six (6) direct reports and a broader team of up to thirty, this role is critical in the delivery of events at Sydney Showground, in relation to all aspects of facility preparedness, services and presentation.

Key focus areas for this role include, but are not limited to:

- asset management
- capital works planning and execution
- building and grounds maintenance
- cleaning and venue presentation
- utilities and communications infrastructure
- event based asset-related activities
- lease, sublease and property management.

The ideal candidate has extensive venue or property experience and tertiary qualifications in a related field. Membership of appropriate associations and participation in industry work groups / reference boards are a distinct advantage.

Event experience is not essential but is certainly an advantage in this environment.

This is a senior role in a growing organisation located at Sydney Olympic Park.

To see a full position description and to apply for this outstanding opportunity we have an on-line application process and would appreciate it if you would apply via this method.

To do so, please visit the following address:

<http://www.bfound.net/detail.aspx?jobId=88158&Cold=254&rq=2>

Alternatively, visit our website at www.rasns.w.com.au and click on Employment.

We thank you for your interest in the Royal Agricultural Society and look forward to receiving your application.

TECHNICAL SERVICES MANAGER

(Facilities Management)

- A national role with the opportunity to make a real difference
- Attractive 6 digit remuneration package
- Based in the Sodexo Camberwell office, Melbourne
- Opportunity to join a global organisation with great career advancement opportunities

Sodexo Australia is a global organisation recognised as a leader in the provision of On-Site Service Solutions. We seek to be the strategic partner of companies and organisations by designing, managing and delivering comprehensive Quality of Daily Life service solutions. As a result, these solutions enable our clients to enhance their performance through improved employee motivation, organisational efficiency and infrastructure optimisation.

Reporting to the QHSE & Technical Services Director and working closely with our Senior Management teams, this position is an exciting opportunity for an experienced and dynamic individual to join the Sodexo Australia team in the role of Technical Services Manager.

The challenge:

- Develop the national strategy and establish a solid resource to enhance the Technical Facilities Management (FM) capabilities within our Sodexo Australia & NZ operations
- To lead and implement the Facilities Management strategy by providing technical advice, solution development, FM offer development and positioning, knowledge management and operational oversight with strong guidance to our Business Development and Operational teams

The position:

- To lead the development of technical offers for the various activities of Sodexo in the areas of maintenance and hard FM
- Facilitate, coordinate and enhance the linkage of technical expertise across the business and ensure access to and

use of Sodexo practice procedures

- To assess the opportunities and develop capabilities related to Energy Management and Sustainability
- Establish, collect, coordinate technical service processes and procedures for use across the business
- Project manage major national mobilisations and demobilisations involving multiple sites
- Keep up to date and communicate to the business on the latest trends and legislative changes within the building industry, particularly where there may be an impact on Sodexo's existing operations
- Undertake detailed technical due diligence assessment for current and prospective clients/contracts
- Provide advice and support to client operations in the comprehensive management of soft and hard services, including planning, procurement and management of cleaning, landscaping, gardening, HVAC, building fabric, electrical and fire protection
- Support Business Development in completing due diligence and provide commercial pricing where appropriate as well as technical input into tender submissions

The successful candidate:

- Minimum of 6 years experience in the property service sector working with a large service provider
- Tertiary qualifications preferably in property, construction or engineering related discipline
- Ability to professionally liaise with executives & senior management
- Demonstrated experience in managing large & complex projects
- Relationship building and influencing capabilities
- Demonstrated experience in implementing business processes

To apply visit: www.sodexo.com.au & for further information contact: adela.culda@sodexo.com

FACILITIES MANAGER –

SYDNEY LOCATIONS

- Genuine career development opportunities within a Global organisation
- World's largest retail property group by equity market capitalisation
- Attractive remuneration package + non cash benefits

Our Business

The Westfield Group has interests in an investment portfolio of 119 shopping centres valued at approximately A\$60 billion, located in Australia, the United States, New Zealand and the United Kingdom.

The National Centre Management Team

The Centre Management Team look after the day to day management of our centres to optimise the operating performance of our assets. The team take a close and active role in dealing with all facets of retailing to ensure customers want to come back, retailers are trading successfully and the centre is profitable.

The Opportunity

We are currently seeking experienced and commercially astute Facilities Manager who will align with Westfield's continued focus on sustainability and innovation. This role will be based in one of our Sydney metro assets and will be instrumental in introducing new ways that Westfield can utilise new Facilities Management technology in the coming years.

The responsibilities for this role will be:

- Day to day operational function of the centre as part of the Management team
- Staff Management, coaching and development of a high performing facilities team
- Managing cleaning, maintenance and other contractors to improve Centre presentation
- Preparation of budgets and expense management throughout the year
- Compiling tender documents and negotiating with selected suppliers and contractors
- Ensuring standards of maintenance, security, air-conditioning and cleaning are to company standards
- Ensuring all fit outs/tenancy works programs are carried out in line with company procedures.

Professional Skills & Knowledge

The successful candidate will have considerable Facilities or Operations Management experience within a commercial or retail site. You will be trade or degree qualified with excellent communication skills and an eye for detail. You will have strong problem solving and decision making skills and the ability to engage effectively with a variety of stakeholders at many levels.

At Westfield we believe our success is built on the drive and commitment of our people. We will recognise your talent and your skills and reward you for them. We offer an attractive salary as well as a range of non cash benefits and other incentives.

To apply for this opportunity please email your resume to kmaltby@au.westfield.com or contact Kristy Maltby on (02) 9028 8143.

Advertise your facility management or related property industry company position directly to your target market! Contact careers@fma.com.au for details.

Advertise your Executive position here careers@fma.com.au

Kingfisher Property Recruitment

By actively learning about your business, its culture and strategic objectives, we share our valuable industry knowledge and provide advice that is designed to secure the right people in the right organisation.

Our aim is to create long-term relationships with select organisations; to provide access to vital information and suitable candidates; and to ensure a successful and lasting outcome.

For more information please contact Matthew Barnett on (02)82494442 or 0432519086.

Opportunities:

NSW

National Facility Operations Manager - \$160k package + incentives

Our partner is focused on improving their client's business operations by providing tailored and integrated solutions for building efficiency. This role is vital to the continued growth and success of the company and Senior FM's with regional or national level experience should apply. Key accountabilities are strengthening client relations, provide strategic and operational support and ensure contract performance. For more information contact Adam Brown on 02 8249 4442 or 0421 945 508.

Continuous Improvement and Support Account Manager - \$100k+ package

Specialising in the integration of technology and service to provide innovative facility management our partner requires a dynamic facility manager to join the team at a national level. Main focus will be national implementation of the groups' CI plan, act as floating FM across multiple accounts and manage all critical environments. Candidates with a proven track record or motivated professionals with the right skill set will be considered. For more information contact Adam Brown on 02 8249 4442.

VICTORIA

Victorian Facilities Manager - \$110,000 package

Our client, an iconic government organisation, is currently in a phase of transition and is seeking a Victorian Facilities Manager to join their team. This busy and challenging role will see you responsible for overseeing all Facilities and Project Management responsibilities for their Victorian sites. This will include but is not limited to the management of strategic planning, budgets, hard and soft services, minor and major capital works, compliance, and environment. For more information contact Kylie Rossiter on 03 8610 9640.

Group Facilities Manager - \$120,000 package

A large government organisation has recently restructured their entire property services department and requires a Group Facilities Manager to join their team. Located in the heart of Melbourne's CBD, as the successful incumbent you will be responsible for the management of a large portfolio of buildings regarding preventative and reactive maintenance scheduling, budgets, report writing, staff management, OH&S, as well as planning and strategy for the future direction of the division. For more information contact Kylie Rossiter on 03 8610 9640.

Engineering Services Manager - \$110k Package

A global property agency with many international contracts under management requires a skilled Engineering Services Manager in the Melbourne CBD. In this leadership role you will be responsible for driving their capital improvement programs including base building, BAS systems and energy management initiatives. Contributing to a global contract with potential portfolio expansions means career growth is assured. For more information contact Andrew Jones on (03)86109617.

Facilities Manager - \$80k Package

Due to a recent promotion a leading Australian service provider requires a Facilities Manager to lead a portfolio of CBD assets. You will be responsible for ongoing CAPEX delivery, client liaison, contractor management and ESD initiatives. With a small team to direct and manage this is the perfect opportunity for a move into a management role for the right candidate. For more information contact Andrew Jones on (03)86109617.

SYDNEY – 3 Spring Street, Sydney, NSW, 2000. 02 8249 4442

MELBOURNE – 470 Collins Street, Vic, 3000. 03 8610 9600

Are you an agency with one or two positions to advertise? Email careers@fma.com.au for details!

Hays Facilities Management has been servicing Australia from the forefront of FM recruitment since its inception in the early nineties originating out of our activities recruiting within the built environment and maintenance markets this division has grown to become synonymous with many of the industries key appointments and with a dedicated team of professionals we take an honest and efficient approach to establishing the best course of action and offer advice on taking the next strategic step.

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If your Recruitment agency has Facility Management positions - advertise them here!