



Posted: Monday, September 18, 2017

Job Number: I-17-31

Job Type: Full time Permanent, Union

Closing Date: Tuesday, October 3, 2017

Choose Barrie

The City of Barrie is a vibrant, progressive and growing community with deep connections to our heritage, to nature and to the opportunities surrounding us.

Our community values quality of life; the ability to play year-round with 300 hectares of park space, our beautiful waterfront, our lively downtown core and the nearby hills, wetlands and forests. We also value connections; to our neighbours and the community, to our road and rail network, and to the opportunity Barrie provides to enjoy life.

Everything Barrie has to offer, from the water we drink to the roads we travel on, has one thing in common - municipal workers. Joining a municipality is one of the most rewarding, engaging and exciting careers you could choose. It is a career you can take pride in knowing that every day you make a positive impact on an entire community. We are one team, with one goal and we all work together to continue making our community great.

The Opportunity

Corporate Facilities provides the City of Barrie with expertise in four key service areas: facility planning, design and construction; maintenance and property management, facility asset management and energy management. As a Centre of Excellence for a large and complex inventory of physical assets, the department comprises all the necessary functions and lines of business to ensure the full life-cycle management of the City of Barrie's facility and property portfolios.

Responsible for the administration and development/implementation of the Facility Infrastructure Management System (FIMS) providing technical, data management and analytical services to assist Facilities management with capital improvement programming and work planning to ensure compliance with asset maintenance requirements located at various municipal facilities.

Our Culture and Qualifications of the Job

Corporate Culture

- Your workplace values align with our corporate values of **Strive, Share and Care** and you want to join us in providing exceptional services and programs to build a prosperous, growing and sustainable community

Education (degree/diploma/certifications)

- Three (3) year College Diploma in Mechanical Engineering Technology, Electromechanical Engineering Technology, or related discipline

- Systems Maintenance Technician (SMT) Designation from the Building Owners and Managers Institute International (BOMI)

Experience

- Three (3) years' experience in FIMS and work order management in a high-volume multi-facility environment including business analysis/process mapping experience
- Demonstrated experience with facility and building systems design and operations

Knowledge/Skill/Ability

- Working knowledge of the following legislation, regulations, or requirements:
 - Occupational Health & Safety Act
 - legislation/regulations related to municipal facility operations and technical standards
 - Safety Authority (TSSA) certification/licensing/compliance and reporting requirements
- Working knowledge of current trends and best practices regarding:
 - Asset management
 - Quality assurance and maintenance management processes/systems
 - FIMS technology
 - Technical records management
 - Facility operations and maintenance
- Demonstrated ability to:
 - Work collaboratively in a group setting to achieve a desired objective, goal, or outcome
 - Interact effectively and courteously with all levels of staff and contacts in a political and community/client service environment
- Develop, promote, and maintain relationships with internal and external stakeholders
- Intermediate interpersonal, process mapping, project/time management, organizational, analytical, problem solving, verbal communication, and written communication skills
- Basic Computer literacy utilizing the Microsoft Office Suite, Microsoft Project, computerized facility management systems (Archibus/FM, CMMS), and AutoCAD

Conditions of Employment

- Valid Ontario Class "G" Driver's License in good standing

Other Important Information

Location: City Hall, 70 Collier Street in Barrie

Hours: The normal hours of work are 35 hours per week in accordance with the collective agreement.

Wage: This is a Level-7 position in the CUPE Local 2380 bargaining unit with a 2017 pay range of \$59,514.00 per year to \$71,307.60 per year (\$32.70/hr to \$39.18/hr).

Benefits: This position includes a comprehensive union benefit plan, including but not limited to extended health and dental coverage, life and accident insurance, paid vacation and sick days, short/long term disability plans, OMERS pension plan, discounted rate for City Fitness Memberships and much more.

The Application Process

Please submit your resume electronically by quoting file # **I-17-31 FIMS Coordinator** in the subject line (*MS Word or pdf format only*) to email Human.ResourcesJobs@barrie.ca by Tuesday, October 3, 2017.

Don't meet the credentials as outlined but have years of directly related experience? Please see the City's [Education Equivalency Procedure](#) to determine if you may qualify for equivalency. Further information is available at www.barrie.ca/JobOpps.

- Position Equivalency Code: D

Please note that verification of educational credentials will be required at the interview stage of the selection process.

The City of Barrie is an equal opportunity employer and we will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process.

Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) for the purpose of candidate selection.

We thank all applicants and advise that only those selected for an interview will be contacted.