



Manager Facilities

Regular Full-time Exempt

About Us

One of BC's Top Employers, the City of Coquitlam offers meaningful career opportunities to make a difference within the local community. As the sixth largest city in BC, we are home to more than 150,000 residents. Our diverse municipality is a great place to work as it continues to grow through innovative urban design, inspiring arts, culture and recreation programs, and state-of-the-art transportation systems. Our brand is built on managing our resources in a responsible and sustainable manner, while supporting a vibrant, growing regional urban centre. We envision a bright future in Coquitlam that we hope includes you!

About You / What We Are Looking For

The City of Coquitlam is currently seeking an experienced **Manager Facilities** to join our growing Parks Recreation Culture and Facilities team!

As a result of current and planned growth in civic facilities, the City of Coquitlam has an opportunity for a strategic, committed and collaborative facilities management professional to join our team in a leadership capacity. Working closely alongside a peer Facilities Manager, this individual will report to the Director, Community Recreation, Culture and Facilities.

As the successful candidate for this leadership role, you will have an opportunity to lead and provide direction on how best to ensure the City's 123 facilities remain in good working order and are maintained to high standard. This work includes:

- Overseeing corrective maintenance, preventative maintenance, asset planning and renewals;
- Updating and enforcing policies, procedures, and service standards to ensure high-quality service delivery;
- Overseeing a team of unionized staff including but not limited to coordinators, asset planners, and skilled trades;
- Playing a significant role in the City's capital planning and projects, including the delivery of minor capital projects, and advising on technical and operational requirements for new facilities such as the Northeast Community Centre and the Fraser Mills Community Centre.

Qualifications

If you would like to utilize your skills in planning, project management, strategic thinking, and as a people leader, this could be your opportunity to make an impact on the City of Coquitlam's facilities management.

- Post-secondary education in a field related to facilities operations management, engineering, a trade certification, or equivalent combination of education and experience.
- 5 to 7 years of facilities management and maintenance experience, including leadership roles.
- Project Management Principles (PMP) certification is an asset.
- Experience managing staff in a unionized environment or public sector experience is preferred.
- Valid BC Driver's License required.

What We Offer

This complex and rewarding leadership position will be compensated with an attractive salary, excellent benefits and a great deal of job satisfaction.

- Annual salary starting at \$142,820, based on qualifications, knowledge, experience, and skills
- Opportunity to join a rapidly growing and diverse team dedicated to supporting the local community
- Variety of learning and development opportunities
- Participation in an earned day off/flex day program
- Flexible, hybrid work options available



- Attractive vacation and extended benefits package, including the ability to contribute to the Municipal Pension Plan

Accessibility / Equal Opportunity Employer

The City of Coquitlam is proud to be an Equal Opportunity Employer working towards enhancing equitable practices in our recruitment and retention processes. As an organization we are committed to creating an inclusive work environment to support our growing and diverse work force. To learn more about what equity, diversity, and inclusion means, and the City's efforts in support of these principles, please visit coquitlam.ca/edi for more information.

If at any time during the application or recruitment process you require additional assistance or an accommodation, please contact our team by emailing confidentialHR@coquitlam.ca for confidential support. Staff can also provide in-person support if required.

Applicants under consideration may be required to undergo a police information check (with no adverse reports).

Good people make Coquitlam great, sign up for career alerts through our recruitment portal to stay up to date about opportunities within our team, or follow us on [LinkedIn](#) to learn more about how #YouCouldWorkHere too!

Please apply online at www.coquitlam.ca/careers by 11:55pm on June 13, 2025.

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