

Facilities Manager

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Company: Matchtech

Location: United Kingdom

Category: other-general

Job summary

Looking to join an Innovative company? The company not only produce products which are used in some of the most challenging environments in the world but have a number of awards under their belt!

Key skills required for this role

facilities Management / Facilities Manager / Facilities Management Manager / NEBOSH

Important

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Job description

Looking to join an Innovative company? The company not only produce products which are used in some of the most challenging environments in the world but have a number of awards under their belt!

Overview

Are you a Facilities Manager looking for your next challenge?

Would you consider relocating?

Permanent job opportunity with relocation assistance available, for you and your family!

*T&C's apply

Join a trusted and reputable business unit who's solutions have been integrated in nearly all of the UK's nuclear sites!

A team who have been supporting the nuclear industry since its first major expansion in the

1960's!

Be part of a wider, global business, renowned for solving their customers' most complex problems!

You'll have the opportunity to work on large projects, developing mission-critical solutions in Defence and Technology.

Join a company with a number of awards and recognitions; Named as Gold Award winner in MoD Defence Employer Recognition Scheme for 2021 | Employer of choice for our forces community!

ED&I: Access to leadership development, Diversity, Equity and Inclusion programs.

Full training, development and mentoring programs; Access to mentoring programs at all stages of development.

Full range of company benefits, flexible working, training, development and clear career progression!

Responsibilities;

Ownership of creating, maintaining, and delivering a facilities strategy in line with business growth plans, both for development of existing sites and feasibility through to execution of additional sites or movements

Prepare annual facilities plans and budgets and delivery of plans to budget maximising value for money without detriment to quality or scope of service provision

Project management or professional FM support to site related project and capital expenditure works including development, planning, costing and delivery working closely with related supporting functions and management of subcontractors

Management of existing facilities services provision, including planned preventative maintenance schedules covering all statutory and non-statutory tasks and allocated sites

Management and delivery of facilities contingencies in line with the incident management plan/business continuity plan including providing out of hours support where required for the site

Liaise and negotiate with landlords, agents, local authorities, approved contractors, utilities and other service providers

Lead point of contact for stakeholder and group requirements in relation to facilities/property

Preparation/Analysis of facilities management KPIs and performance reports for business management

Maintaining data collection in order to generate monthly reports including statistical analysis.

Appointment and management of key service providers for FM activities and monitoring performance against SLA's/KPI's

Ensuring delivery of facilities priorities meet all special security and safety requirements and compliance

Manage facilities team members including performance management, organisational succession planning and development of individuals

Management of fleet, including hire car oversight

Any other duties as required.

Experience needed:

Proven FM experience in a manufacturing environment

Professional level knowledge of Facilities, Health, Safety, and Environmental Legislation, statutory compliance for all jurisdictions and HSE best practice thinking

Team management/leadership competencies for direct reporting teams, contract teams and dotted-line teams

Excellent written and verbal communication including good presentation skills

Competent software user (MS Office, ticketing management systems, HSE software)

Experience of financial management, including budgeting/costing

Ability to continually and constructively challenge and influence stakeholders to prioritize and

delivery safety excellence

Essential or Equivalent Relevant Experience:

Understanding FM Foundation Course

NEBOSH General Certificate (NGC1 & NGC2)

NEBOSH Fire safety & Risk Management (FC1 & FC2)

IEMA Associate Certificate in Environmental Management

Desirable:

Experience in the Defence / Aerospace or safety regulated environment would be advantageous

Experience working within a highly regulated industry with controlled materials

The Professional FM (Intermediate I and II)

NEBOSH Diploma

Member of the Institute of Occupational Safety & Health (Tech IOSH)

Member of the BIFM Environmental Management Membership (IEMA)

Important: All applicants must be able to obtain Security Clearance *minimum 5 years UK residency*

Site Location: All applicants must be located locally, or able to relocate to the client site based in the Dorset areas (Relocation assistance available *T&C's apply)

Working: The role is office/hybrid based with occasional travel to other company/customer's sites in the UK or abroad.

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manages this role

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