



SMG STOCKTON

POSITION: Facility Operations Manager

DEPARTMENT: Operations

REPORTS TO: Director of Operations

FLSA STATUS: Non-Exempt, FT Hourly

SMG, the leader in privately managed public assembly facilities has an excellent and immediate opening for a Facility Operations Manager at the facilities of SMG Stockton. This position is responsible for performing highly diversified duties to troubleshoot, repair, and maintain the facilities.

MAJOR RESPONSIBILITIES:

- Operate, inspect, maintain, and repair building operating systems including boilers, chillers, air handlers, HVAC, electrical, and plumbing equipment.
- Repair and maintain food service equipment including ovens, grills, dishwashers, deep fryers, and refrigeration units.
- Obtain bids for additional maintenance and ensure adherence to specifications.
- Review event documents for operational needs. Identify issues and recommend solutions.
- Monitor repair activity to minimize downtime and inconvenience to facility event activity and tenants.
- Ensure all equipment is maintained according to factory specifications and maintain accurate records to that fact.
- Assist in overseeing activities of construction projects, vendors, subcontractors, and city and county services.
- Perform highly diversified duties to maintain and repair onsite equipment.
- Read and interpret equipment manuals and work orders to perform required maintenance and service.
- Plan and organize the purchase and issue of all materials, parts, and components required for work order completion.
- Comply with safety regulations and maintain clean and orderly work areas.
- Detect faulty operations, defective material, and report those and any unusual situations to proper supervision.
- Keep records of Safety Data Sheets.
- Operate equipment including forklifts, pallet jacks, and miscellaneous hand and power tools.
- Hire, supervise, train, and schedule part-time maintenance staff.
- All other duties and responsibilities as assigned.

KNOWLEDGE, SKILLS, ABILITIES:

- Requires an EPA universal refrigerate certification.
- Requires a high school diploma/GED.
- An AA degree in mechanical, electrical, or industrial maintenance; or a trade school diploma a plus.
- Electrician Certification a plus.
- At least three (3) years related experience.
- Considerable knowledge of the principles, methods, tools, equipment, and materials normally used in HVAC, refrigeration, and auxiliary equipment operation and maintenance activities.
- A thorough knowledge of all Building systems: Electrical, Lighting, Plumbing, HVAC, Refrigeration, building and electrical codes, OSHA regulations and safe working techniques and procedures.
- Must be highly motivated and able to work independently.
- Good communication, organization, interpersonal, prioritizing, and time management skills.
- Basic proficiency in use of computer (i.e. word processing, e-mail, etc.).
- Must be able to lift at least 50 pounds, stand, stoop, kneel, and climb on a regular basis.
- Must be flexible with working extended and/or irregular hours including nights, weekends, and holidays as needed. As well as be subject to calls 24 hours in case of emergency.
- Be licensed to operate a motor vehicle.

WORKING CONDITIONS:

Regularly exposed to moving mechanical parts, high, precarious places, outside weather conditions, risk of electrical shock and vibration. Frequently exposed to wet and/or humid conditions, fumes or airborne particles, extreme cold, and extreme heat. Occasionally exposed to toxic or caustic chemicals.

TO APPLY:

Please send a resume, cover letter, and wage expectations to the following:

Stockton Arena – HR Department
248 W. Fremont St.
Stockton, CA 95203
PHONE: 209.373.1400
FAX: 209.373.1450
EMAIL: careers@smgstockton.com

SMG is an Equal Opportunity/Affirmative Action employer, and encourages Women, Minorities, Individuals with Disabilities, and protected Veterans to apply. VEVRRRA Federal Contractor.