

## **FACILITIES SUPERVISOR**

**Groveport, OH**

### ***Job Summary:***

- Supervises, coordinates and performs equipment and building maintenance and janitorial functions for 500,000 sq. ft. distribution center.
- Supervises team of maintenance technicians and custodians and oversees contracted janitorial services with on-site personnel.
- Assists with accident investigations involving equipment or property damage.
- Tracks expenses and maintains maintenance logs.

### ***Qualifications:***

- AA/AS or equivalent management work experience
- 5+ years of Facilities Management work experience in a Distribution Center
- Proven leadership and management record
- Strong communication and organizational skills
- Efficient in Microsoft Office, Outlook, Project, Access
- Must be available to work 2nd shift
- Knowledge in building trades including: painting, plumbing, electrical, mechanical, general building repairs, and HVAC.
- Ability to meet a flexible work schedule including evenings and weekends and available on-call for emergencies.
- Ability to consistently stand and walk on concrete floor and for the majority of the work day, climb stairs and lift and carry up to 40 lbs. on occasion, and work at heights on occasion.

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