



## **Supervisor-Facilities Management**

**Job Type: Permanent, Full-Time**

**Department: Facilities Management**

**Location: Mississauga, Ontario**

**Are you an ambitious and highly motivated leader with experience in the operation and maintenance of facilities and experience with the supervision of all housekeeping, maintenance and mechanical staff? Are you looking to make the next step in your career? If so, apply below and join Peel Regional Police – one of Canada’s most progressive police services!**

As a **Supervisor-Facilities Management** within our **Facilities Management Department**, you will be responsible for ensuring the proper operation and maintenance of assigned facilities in accordance with all Federal, Provincial and Municipal codes and regulations; also responsible for administration of the day to day activities and supervision of all Housekeeping, Maintenance and Mechanical staff and services under the area of responsibility.

### **What will your typical day look like?**

- Supports in budget preparation, controls expenditures, requisitions supplies, equipment and material; procures goods and services within approved authorization levels; processes applicable invoicing; maintains Asset Management, and effective inventory control measures.
- Plans, organizes, coordinates and supervises building repairs, office moves, capital projects, and minor renovation work to meet the needs of the Service.
- Ensures work orders for services, repairs and maintenance work are received, recorded, prioritized and completed in a timely manner. Reviews work order reports and takes corrective action to realign front line members.
- Utilizing Computerized Maintenance Management System (CMMS), plans, develops, and implements preventative maintenance programs and schedules all essential equipment, and building infrastructure.
- Develops, recommends, and implements procedures to ensure assigned facilities areas are maintained in accordance with all applicable building codes, applicable legislation, safety regulations, and the Ontario Fire Code.
- Maintains Fire Prevention Management and WHMIS information and ensures adherence to health and safety standards including contract scope development.
- Performs regular building and equipment inspections and further monitors all buildings systems to ensure adherence to the most cost effective operation, repair and replacement practices; supporting the asset management team.
- Supervises the daily and weekly activities of Housekeeping, Maintenance and Mechanical staff. Provides staff development and training, establishing performance standards, and conducting performance evaluations. Provides direct input into hiring decisions. Accountable for the team’s results. Tracks metrics on CMMS.

- Coordinates and Monitors the work performed by outside contractors and service providers to ensure compliance with contractual obligations and achievement of expected quality and workmanship.
- Conducts investigations in relation to critical health and safety incidents and human resources related matters.
- Supports with emergency management within the facilities portfolio.
- Performs additional duties as assigned.

## **Enough about us, lets talk about you**

### **You are someone with:**

- A Community College Diploma or Degree in Property or Facilities Management or equivalent, in addition to specialized training in building maintenance, or an equivalent combination of education and experience.
- A minimum of five years of experience in a building operation and maintenance field including 1 year of supervisory experience.
- Demonstrated knowledge and experience in financial management processes, including budgeting and invoicing.
- Demonstrated capital project execution skills.
- Demonstrated working knowledge of relevant Federal, Provincial and Municipal codes, legislation, and regulations; Occupational Health and Safety Act, Ontario Building Code, Ontario Fire Code, Infection Prevention and Control, Employment Standards Act, Regional Procurement By-laws, Technical Standards and Safety Authority, Electrical Safety Authority.
- Demonstrated comprehension of navigating schematics.
- Demonstrated knowledge on functionality of HVAC systems, plumbing, electrical, and mechanical systems.
- Demonstrated knowledge of various building assets, asset management, CMMS, and Building Automation Systems (BAS).
- Demonstrated knowledge in specification preparation, scope preparation, and service contract administration.
- Demonstrated supervisory and leadership skills in a unionized environment.
- Promotes a positive culture for the team and our members.
- Demonstrated planning and organizational skills.
- Effective oral communication and interpersonal skills.
- Demonstrated written communication skills.
- Demonstrated analytical, research, and problem solving skills.
- Demonstrated emergency management knowledge.
- Valid Driver's Licence (Class G) with full driving privileges.

### **What we offer**

The salary range for this **permanent, full-time** position is **\$87,503.00 - \$147,433.00** per annum. Peel Regional Police offers a highly competitive compensation package; applicants will be considered for the top end of the range (**\$120,895.00 - \$147,433.00**) based on experience. The salary is complemented with a comprehensive benefit program, including employer-paid Health/Dental and Life Insurance; and the OMERS Pension Plan effective upon hire.

Peel Regional Police is committed to providing resources and development opportunities for continual growth of staff. This includes (but is not limited to) providing internal opportunities, tuition reimbursement for continuing education, free on-site learning/training programs and providing any required equipment to support the safe and effective delivery of services.

Peel Regional Police is committed to ensuring the health and wellness of its employees and offers many programs and services in support of work-life balance and both personal and professional wellness. From wellness protection for you and your family, to state-of-the-art fitness facilities available to you free of charge, to structured programs to nurture your intellectual, physical and emotional wellness, we've got you covered.

**Note: There is no opportunity for remote work.**

### **About us**

Peel Regional Police is committed to our Vision of 'A Safer Community Together'. Everything we do is driven by our Mission, Vision and Values and we pride ourselves in being accountable to our community. We are the second largest municipal police service in Ontario and the third largest municipal police service in Canada. We serve the Cities of Brampton and Mississauga which has over 1.5 million residents, and the Pearson International Airport which saw an estimated 44.8 million people passed through in 2023. One of our objectives is to address crime through call response, investigations, enforcement, and police visibility. With almost 2,421 police officers and over 1,000 civilian employees, our solvency rates are some of the highest in the country and our crime rates are below provincial levels.

Peel Regional Police is acknowledged as one of Canada's most progressive police services. A proactive approach to problem-solving, a dedication to professional excellence and a reputation for making the community a better place in which to live and work – these are the hallmarks of Peel Regional Police.

### **The next step is yours!**

Qualified persons should apply online at [www.peelpolice.ca](http://www.peelpolice.ca), referencing **Job ID #500431**, by **Friday, September 5, 2025 by 10:59PM**. **Shortlisted applicants will be contacted via email**. Check your inbox regularly, including junk mail. *No agency contact and/or referrals, please.*

Applicants in consideration for hire shall be subject to a thorough background investigation that includes, but is not limited to, police checks with local, provincial and out-of-country law enforcement agencies, if required, education credentials, credit and financial inquiries, and personal and work references.

Peel Regional Police is committed to fairness and equity in our recruitment and selection process, and in building and retaining a talented and diverse workforce representative of the community we serve.

As an equal opportunity employer, Peel Regional Police is dedicated to fostering an inclusive and accessible work environment and committed to accommodating the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). We encourage applicants to inform Recruitment and Staff Support of any accessibility needs to ensure they are accommodated throughout the recruitment and selection process.