

Mahopac Central School District

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POSTING

DIRECTOR OF FACILITIES III

The Mahopac Central School District is seeking an experienced Director of Facilities III to provide leadership and direction to the buildings and grounds departments. Located in scenic Putnam County on 100+ acres, the Mahopac Central School District includes six instructional buildings and several support buildings.

Reporting directly to the Assistant Superintendent for Business, this position is governed by the rules and regulations of New York State Civil Service. A comprehensive list of the duties and requirements can be found at: <http://www.putnamcountyny.com/wordpress/wp-content/uploads/2016/01/DIRECTOR-OF-FACILITIES-III.pdf>

- Experience developing policies and procedures to ensure buildings, grounds and equipment are maintained;
- Good knowledge of federal, state and local regulatory building and operating codes, rules and regulations;
- Demonstrated skills in managing, directing and training custodial and grounds staff;
- Demonstrated skills in cost containment and budgeting;
- Knowledge and experience in capital improvement projects and working with project managers;
- Excellent communication skills;
- Proven ability to work collaboratively with administrators, faculty, staff and members of the community.
- Applicants who currently hold the Civil Service title **Director of Facilities III** in New York State are encouraged to apply.
- Annual compensation based on experience: **up to \$140,000 plus a highly competitive benefits package.**

All applicants must submit a letter of reference and resume to our on-line application system via OLAS (BOCES Online Application System) at www.olasjobs.org/lhv no later than **April 1, 2019**.

THE MAHOPAC CENTRAL SCHOOL DISTRICT IS AN AFFIRMATIVE ACTION/ EQUAL OPPORTUNITY EMPLOYER