



YYJ

VICTORIA
INTERNATIONAL
AIRPORT

201-1640 Electra Blvd
Sidney, BC, Canada V8L 5V4



T 250.953.7500
F 250.953.7509

JOB POSTING
Manager, Facilities
Competition No. #2024-12
Competitive Compensation Package Offered

Victoria International Airport (YYJ) is the 11th busiest airport in Canada and is located on the homelands of the W̱SÁNEĆ People whose historical relationship to the land continues to this day. YYJ has been rated one of the top ten most-loved airports in the world by CNN Travel and has been named one of BC's Top Employers annually since 2020. Winner of the best regional airport in North America award by Airports Council International in 2012, 2014 and 2020, YYJ provides a safe, secure, sustainable, and efficient airport that creates prosperity for our region by connecting Greater Victoria with the world. Victoria Airport Authority has managed the operations at YYJ on behalf of the surrounding communities since April 1, 1997.

Career Opportunity:

Are you ready to lead the way in making one of the world's most-loved airports even better? At Victoria Airport Authority (VAA), we're searching for an energetic and visionary **Manager, Facilities** who thrives on keeping things running smoothly. Whether it's managing cutting-edge electrical systems, enhancing our baggage handling experience, or ensuring passengers enjoy top-notch facilities, this role offers endless opportunities to make a difference every day.

You'll be the go-to person behind the scenes, managing our airport's key infrastructure—from baggage carousels to building automation systems, from HVAC to airfield electrical systems. With a passion for teamwork, you'll also be a mentor to a multidisciplinary team of professionals, helping them grow and reach new heights. Collaboration, innovation, and leadership will be at the heart of everything you do.

This is your chance to join an award-winning airport where no two days are the same. Together with the Director of Innovation, Facilities, and IT, you'll shape strategies that not only keep the airport humming but also drive our values and vision for the future. Sound exciting? We think so, too!

Requirements:

The ideal candidate will have:

Education & Experience:

- A Bachelor's degree from an accredited college or university in Facilities Management, Engineering, Business Administration, or an equivalent discipline and a minimum of five years of recent, related experience*; OR
- A minimum of ten years of recent (within the last fifteen years) related experience* in a similar role.

**Recent, related experience must include:*

- Facilities management experience with at least five years in a managerial role within an airport or similar operational environment.
- Demonstrated experience successfully managing large-scale facilities or projects, including strategic planning and execution.
- Demonstrated experience developing and maintaining operational, project and capital budgets.
- A minimum of five years in a leadership or supervisory capacity, ideally in a unionized environment.

Preferred Qualifications:

- Professional certifications such as CFM, FMP, or equivalent.
- Experience working at a medium or large hub airport.
- Must be eligible to work in Canada.
- Must possess a valid BC Class 5 Drivers License as a condition of employment.
- Must be willing to work outside normal work schedule to meet operational requirements, including nights, weekends, and holidays.

Knowledge of:

- Infrastructure management, building, electrical and mechanical systems.
- Industry standards, best practices and security requirements related to all aspects of airport infrastructure, systems, and operations.
- Operations management, business/operational planning, and risk management.
- Financial management, procurement, and contract management.
- Airport operations, safety standards, and regulatory compliance.
- Federal, Provincial, and Local laws, and ordinances governing occupational and industrial safety.
- Human resource management, supervisory and managerial techniques and principles.

Skills and abilities:

- Strong leadership skills and the ability to manage performance, provide coaching, training, motivation, and corrective action when necessary.
- Ability to establish, manage, and maintain strong working relationships with VAA employees, vendors, contractors, tenants, airport stakeholders, and the public.
- Excellent presentation, communication (verbal and written), and interpersonal skills, capable of effectively collaborating with diverse teams and stakeholders.
- Ability to manage and direct complex projects and operations with efficiency.
- Strong computer program skills (e.g. Excel, Outlook, work order systems).
- Ability to implement strategic plans that contribute to the organization's goals.
- Skill in handling conflict and uncertain situations.
- Skill in handling multiple tasks and prioritizing with an ability to be highly adaptable to changes.
- Ability to communicate complex technical concepts in a manner that can be understood by the audience.
- Ability to read and interpret policies, procedures, reports, articles, legislation, specifications, and standards.
- Advanced research, analytical, organizational, problem solving, and continuous improvement skills.
- High level of integrity and ethical conduct, with a commitment to maintaining the highest standards of safety and compliance.

Required Security Clearance:

- Within six (6) months of hire the successful candidate must obtain and maintain the appropriate level of Airport Security Clearance (RAIC) as a condition of employment**

VAA is part of the federally regulated air transportation sector and employees must abide by any potential future federally mandated health measures (e.g. COVID-19 vaccination/booster shots).

Please refer to the full list of Requirements and Duties as found in the job description on [VAA's website](#).

VAA Values

VAA has an incredibly bright future ahead and its success depends entirely on our team of very talented, dedicated staff. We want to ensure VAA is an environment where our people thrive and is an organization where people are proud to work, where our culture is admired and where career aspirations are fulfilled. At VAA we're proud to be living our Values:

People	We work as a team, supporting and respecting one another to bring out the best in each of us.
Excellence	We lead in safety, quality, and innovation to create exceptional experiences.
Integrity	We ensure that honesty, equity, and accountability are the cornerstones of everything we do.
Community	We foster meaningful relationships through service excellence and responsible stewardship.

Applications:

Interested applicants may submit their Cover Letter and Resume quoting Competition #2024-12 by 4:00 pm, Monday, November 25, 2024, following this link: https://easyapply.co/job/manager-facilities?rcid=vaa_careers_page

VAA is located on the homelands of the WSÁNEĆ People and as a result, qualified self-identified Indigenous applicants are encouraged to apply and may be given preference during the recruiting and selection process.

An eligibility list to fill future vacancies may be created.

VAA values inclusion and accessibility and is committed to providing reasonable accommodations for applicants and employees with disabilities. If reasonable accommodation is needed to take part in the job application or interview process, please contact humanresources@victoriaairport.com.

Please ensure your application clearly identifies how you meet the education, experience, and knowledge requirements stated in the job description. Applicants must be legally entitled to work in Canada.

We sincerely appreciate the interest of all applicants; however, only those selected for further consideration will be contacted.

**An equivalent combination of recent, related education and experience may be considered.*

*** The Restricted Area Identification Card (RAIC) is a security pass issued by local airport authorities to all non-passengers working in the restricted areas of airports.*