

MELCOR

LIVE. WORK. SHOP. PLAY.

CAREER OPPORTUNITY

BUILDING OPERATOR

Where People Want to Work

Melcor is an award winning employer with a proven track record of caring for and empowering our exceptional team.

If you are passionate about outstanding customer service and maintaining our portfolio of high-quality properties and you meet or exceed our qualifications, please send your resume to:
careers@melcor.ca re: **Building Operator**

We thank all applicants for their interest and effort in applying for this position. Only candidates selected for interviews will be contacted. Melcor is an equal opportunity employer committed to workplace diversity.

Who We Are

We are a diversified real estate development and asset management company. We transform raw land into high-quality finished product in both residential and commercial built form.

We develop and manage master-planned, mixed-use residential communities, business and industrial parks, office buildings, retail commercial centres and golf courses.

SEND RESUMES TO: careers@melcor.ca

Please include the opportunity title in the subject line.

Melcor.ca



MELCOR

BUILDING OPERATOR

WE ARE LOOKING FOR

A **Building Operator** who is committed to assisting with the day to day operation of our Edmonton and area commercial properties while deliver exceptional customer service to tenants.

This full-time, year-round position reports to the Operations Manager and is a key member of our team.



WHAT YOU'LL DO

Assist in the operation, maintenance and repair of our commercial properties. This includes:

- Be the go-to contact for tenants, customers, contractors and members of our property management team
- Fix what you can and monitor, maintain and troubleshoot the rest
- Become a building guru - know your systems inside and out
- Perform chemical testing where required
- Coordinate and oversee all Landlord and Tenant Improvement construction
- Provide exceptional customer service and maintain our Gold Service Standard
- Always work safe

ABOUT YOU

- You are available for on-call rotation
- You have working knowledge with:
 - HVAC, mechanical, electrical, plumbing, life safety, generators, fire alarm, sprinkler systems and BMS systems
 - All work-safe procedures and Occupational Health & Safety legislation
- You can follow guidelines and demonstrate strong attention to detail

- You have a reliable vehicle with a valid Alberta Drivers license.
- Extra points for a valid 4th or 5th class Power Engineering Certificate.

COVID-19 VACCINE POLICY

The health and safety of our people is our number one priority. The successful applicant for this position must be fully vaccinated against COVID-19 as a condition of employment. Individuals may submit an exemption request for consideration.