**Position Announcement**

**Position**  
Director of Facilities  
Savannah Technical College seeks an experienced individual to serve as Director of Facilities. Under minimal supervision, plans and directs administrative and operations activities for the technical college. Implements policies and procedures relevant to facilities management operations, and the annual budget. May establish and maintain a safety program. Coordinates routine purchasing activities. May coordinate the bidding and contracting program. Establishes and coordinates a key control program. Responsible for the maintenance of the fire alarms, extinguishers, sprinkler, and security systems. May coordinate the removal of hazardous materials.

**Minimum Qualifications**  
- Three years of experience in facilities management which included supervision of multiple operations such as repair and maintenance, space management, security, site selection and facility construction.

**Preferred Qualifications**  
- A bachelor's degree from a four-year college or university in engineering or business administration *OR* completion of a college program in facilities management, construction management, or a directly related field.
- Knowledge of College policies and procedures, including safety rules and regulations.
- Knowledge of various public safety and security practices preferred.
- Ability to follow detailed verbal and written instructions.
- Ability to work as a team member.

**Physical Demands**  
This work requires sitting, standing, walking, stooping, bending, crouching, climbing, and lifting light and heavy objects. The employee often lifts light objects and occasionally lifts heavy objects up to 50 pounds. The employee must climb ladders and use tools and equipment that require a high degree of dexterity. The ability to speak clearly, hear and understand at a normal conversational level is required. Work is performed in campus buildings and outdoors where the employee is occasionally exposed to cold or inclement weather. The employee is regularly exposed to dirt, dust, grease, machinery with moving parts, and irritating chemicals.

**Salary/ Benefits**  
Salary is commensurate with education and work experience. Benefits include paid state holidays, annual and sick leave, and the State of Georgia Flexible Benefits package.

**Application Deadline**  
For best consideration, applications should be received by **May 17, 2013**. Position considered open until filled. Candidates must pass a criminal background check. Applicants must submit a completed Savannah Technical College Employment Application, a cover letter, and a resume (incomplete submissions will not be considered). Applications may be downloaded at: [www.savannahtech.edu](http://www.savannahtech.edu). Please submit the completed application, cover letter and resume to:

Savannah Technical College  
Human Resources Department  
5717 White Bluff Road  
Savannah, GA 31405-5521

POSITION CONTINGENT UPON FUNDING AND ALLOCATION OF POSITION.

All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Savannah Technical College is an equal opportunity employer and does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, or citizenship status (except those special circumstances permitted or mandated by law). **Invitation to Self-Identify**. For compliance activities, contact Melissa Banks, Title IX and Equity Coordinator, Room A110 or (912) 443-3388, mbanks@savannahtech.edu. Send written correspondence to Savannah Technical College, Attn: Melissa Banks, 5717 White Bluff Road, Savannah, GA 31405.

STC is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate degree.

Candidates may be required to submit a valid Driver’s License, proof of insurability, and/or a driver’s history report for positions involving state travel.

**Note:** No phone inquiries please. Due to the volume of applications received, we are unable to personally contact each applicant. If we are interested in scheduling an interview, a representative from our college will contact you.