



POSITION VACANT:

Facilities & Maintenance Manager

Full time position - 38 hours per week

Bribie Island RSL Club is seeking an experienced, hands-on **Facilities & Maintenance Manager**. You will be responsible for overseeing the day-to-day maintenance, asset management and presentation of the Club, ensuring our facilities remain safe, compliant, functional and maintained to the highest standard for our members, guests and staff. This is a leadership role requiring a proactive individual with strong organisational skills, the ability to manage contractors and maintenance schedules, and the confidence to lead a small facilities team while remaining hands-on.

Some of the skills you will bring:

- Develop, manage and record preventative maintenance schedules.
- Coordinate and supervise external contractors and service providers.
- Undertake repairs and maintenance where appropriate within your qualifications and experience.
- Monitor Club assets and identify opportunities for repairs, upgrades and improvements.
- Ensure compliance with Workplace Health & Safety legislation and relevant building regulations.
- Manage maintenance budgets, stock control and purchasing of maintenance supplies.
- Lead, mentor and support the Facilities team to achieve high standards.

To succeed in this role, you will require:

- Current Queensland Driver Licence.
- Previous experience in a facilities, maintenance or building management role.
- Demonstrated leadership and team management experience.
- Strong mechanical aptitude and problem-solving skills.
- Working knowledge of preventative maintenance systems.
- Excellent organisational and time management skills.
- Strong communication skills with the ability to work across all departments.
- Sound understanding of Workplace Health & Safety requirements.

It would be an advantage to have:

- Trade qualification in carpentry, electrical, plumbing, building maintenance or a related field.
- Queensland Forklift Licence.

What We Offer:

- Competitive salary based on experience.
- Opportunity to lead the maintenance operations of one of Queensland's premier community clubs.
- Friendly, supportive and collaborative workplace.
- Ongoing professional development and career progression opportunities.
- Staff discounts and employee benefits.

To apply, go to www.bribiersl.com.au 'Join Our Crew' and submit your application and a current resume.