



<https://old.transcorp-intl.com/job/facility-manager/>

## Facility Manager

### Description

The Facility Manager will oversee and manage all aspects of facility operations across multiple sites, with a strong focus on electrical systems, maintenance, and air conditioning. This role will primarily focus on managing dark stores, ensuring the efficient, safe, and compliant functioning of buildings, equipment, and infrastructure. The position involves maintaining high standards in facility management, coordinating with various teams, and implementing best practices to enhance operational efficiency.

### Responsibilities

- **Facility Operations & Maintenance:**
  - Oversee day-to-day facility operations, ensuring all facilities, especially electrical and air conditioning systems, are functioning optimally and safely.
  - Develop and manage preventive maintenance schedules for building infrastructure, with a particular emphasis on electrical systems, HVAC, plumbing, and security systems.
  - Supervise maintenance teams and contractors to perform electrical repairs, HVAC maintenance, and system upgrades as needed.
  - Ensure compliance with electrical safety standards and regulations, including regular inspections and audits of electrical systems.
  - Manage the upkeep and operational efficiency of dark stores, ensuring minimal downtime and adherence to safety protocols.
- **Space and Asset Management:**
  - Manage the allocation and layout of space to maximize efficiency and support logistics operations.
  - Oversee asset management, including tracking, condition monitoring, and lifecycle planning of electrical and air conditioning equipment.
  - Manage warehouse space and storage solutions in alignment with operational requirements, ensuring the proper maintenance of electrical installations.
  - Ensure efficient space utilization within dark stores to support rapid inventory movement and order fulfillment.
- **Vendor and Contractor Management:**
  - Select, negotiate, and manage contracts with vendors and contractors for services such as electrical maintenance, HVAC servicing, cleaning, security, pest control, and landscaping.
  - Monitor service quality and ensure all external vendors adhere to company standards and timelines, with a focus on electrical and air conditioning systems.
  - Coordinate with specialized vendors for dark store operations to maintain consistent service delivery and compliance.
- **Budgeting and Cost Control:**
  - Develop and oversee the facility management budget, with a focus on optimizing electrical and HVAC maintenance costs and identifying cost-saving opportunities.
  - Track facility expenses, prepare monthly reports, and provide regular updates on budget adherence.

### Hiring organization

Transcorp International

### Employment Type

Full-time

### Job Location

Dubai, UAE

### Date posted

May 26, 2025

- Implement cost-effective solutions to manage dark store operations without compromising service quality.
- **Sustainability & Energy Management:**
- Implement energy-saving measures and sustainable practices to reduce the environmental impact of electrical and HVAC systems.
- Monitor energy usage and identify opportunities to improve energy efficiency across all logistics sites, focusing on electrical and air conditioning systems.
- Develop and implement energy-efficient solutions specifically tailored for dark store environments.
  
- **Team Leadership and Training:**
- Lead, motivate, and train the facility management team, ensuring high performance and adherence to best practices in electrical maintenance and air conditioning.
- Conduct performance reviews, provide ongoing feedback, and support professional development within the team.
- Provide specialized training for staff managing dark store operations to ensure compliance and operational efficiency.

## **Qualifications**

- 5+ years of experience in facility management, ideally within the logistics or industrial sector.
- Proficiency in facility management software (CAFM/CMMS) and MS Office Suite.
- Excellent organizational, problem-solving, and multitasking abilities.
- Strong communication and leadership skills.
- Knowledge of budgeting and cost management.
- Familiarity with energy management and sustainability practices.

*UAE Driving License is a must, as the role requires commuting between various locations.*

*Immediate joiners preferred.*