



INFRASTRUCTURE MANAGER

Seeking candidate willing to live, work and play on the north end of Vancouver Island. Telegraph Cove is a busy destination community with intense activity in the summer and peaceful, quiet tranquility in the winter.

Duties:

- Maintain infrastructure (Marina, RV park, water and sewer components, etc.)
- Maintain and operate small water treatment system and sewage treatment plant
- Read water meters and collect water & sewer samples as required
- Maintain and operate heavy equipment as required
- Must be willing to live on-site year-round (with the exception of scheduled vacation during low season)
- Perform daily rounds for security and maintenance purposes
- Supervise seasonal staff as required to assist with maintenance/repair activities
- Coordinate with owners to support tenant activities
- Identify, develop and manage special projects to maintain and improve property performance and reliability
- Dock repairs and maintenance
- Bathroom maintenance and modernization, etc.
- After-hour emergencies
- Manage garbage and recycling programs
- Small building, renovation and upgrading projects
- Winterize grounds
- Coordinate with owners to ensure site coverage at all times

Skills:

- Heavy equipment operation and maintenance (Komatsu WB140, Kubota KX71 mini excavator, Kubota RTV)
- Plumbing, carpentry, electrical skills required
- Ability to use Word/email/text for effective communication
- Ability to interface with customers in a professional manner
- Ability to interface with government regulation and personnel
- Ability to order supplies and equipment as needed
- Personal tools and equipment a bonus
- Problem solving skills
- Familiarity with boats, small engine repair and maintenance
- Ability to work with minimal supervision and be independently motivated
- High school education or equivalent required

Perks:

- 3-bedroom house with modern amenities (Excludes: satellite, electricity. Includes: phone, internet, garbage, water and sewer)
- Moorage in marina (based on availability)
- Onsite transportation
- Company laptop
- Company cell phone
- 3 weeks of vacation per year
- Unique area if you love to fish, hunt & be outdoors

Salary/wage DOE. Average 40-hour work week (work load is higher in summer months, lower in winter months)

If interested, please reply with resume and cover letter. Please include at least 2 references from previous employers. Job will be posted until position is filled by a qualified candidate. Interviews will be conducted in person beginning March 18th.

Please respond to tyler@telegraphcove.ca