

Date Posted: 06/01/2009

Texas Head Start Association

JOB OPPORTUNITY POSTING

Job Title: Facilities Manager

Employer/ Agency: Family Service Association of San Antonio, Inc.

Job Description: Responsible for the design, planning, construction, maintenance and alteration of equipment, machinery, buildings and other facilities by performing the duties personally or through supporting staff in accordance with agency policy, accreditation, and Head Start federal regulations, licensing and guidelines. Will assist with the review and negotiation of real estate contracts for compliance with government specifications and suitability for occupancy.

Qualifications: Bachelor's degree or equivalent; or four to ten years related experience and/or training including early childhood education sites; or equivalent combination of education and experience is preferred.

Hours: Agency's Agency's hours of operation are extended and non-traditional, and may vary based on office location and/or stakeholder's requirements. Employees are asked to work the schedule that is best suited to the achievement of deliverables and stakeholder requirements based on the agency's posted business hours, or as required by stakeholder and contractual requirements.

Salary: Negotiable

Send your resume and cover letter to: Family Service Association of San Antonio, Inc.

Attn: Paul Garza, Chief Financial Officer

Address: 702 San Pedro Ave.

City, State, Zip: San Antonio, TX 78212

Telephone: 210-299-2400

Fax: 210-299-4498

E-mail Address: jobs@family-service.org

Application Method Preferred: see website at www.family-service.org

Opening Date: 06/01/2009

***If your response to this job posting results in successful employment, please email THSA at webmaster@txhsa.org with the hiring details of your new job opportunity.
Thank you***