

**CITY OF BOZEMAN, MONTANA  
POSITION VACANCY ANNOUNCEMENT  
April 26<sup>th</sup>, 2024**

<b>Position:</b>	Facilities Superintendent
<b>Wage:</b>	\$106,955.97 - \$117,534.03 annually depending on experience
<b>Bargaining Unit:</b>	Non-Represented
<b>Fair Labor Standards Act Status:</b>	Exempt
<b>Work Week:</b>	Typically, Monday-Friday, 8am-5pm although some overnight and weekends may be required.
<b>Application Deadline:</b>	May 19 <sup>th</sup> , 2024 @ 11:59pm
<b>Supervisor:</b>	Strategic Services Director

**POSITION SUMMARY:**

The City of Bozeman is now accepting applications for a Facilities Superintendent who plans, organizes, supervises, and directs the day-to-day activities pertaining to the operations and maintenance of all assigned city owned facilities, buildings and grounds including the development and analysis of plans for long-range operations, maintenance, and upgrades.

This is a full-time opportunity with many benefits! As a City of Bozeman employee, you will be part of a team that is committed to positively impacting the community. This great opportunity also provides enrollment in an established retirement system with significant employer contribution (9.07%), generous vacation and sick time accruals, 8 weeks of paid parental leave, and excellent medical/dental/vision benefits.

**Minimum Required Qualifications:**

- Bachelor's Degree in a related field: i.e. Facilities Management, Engineering, Building Engineering Technology; and
- At least 4-6 years related building and facility maintenance and building/facility management experience, preferably in the public sector; and
- At least two years of supervisory experience managing in a multi-facility environment; or
- Any combination of experience and training which provides the equivalent scope of knowledge, skills, and abilities necessary to perform the work.

**Required Special Qualifications**

- Valid Driver's License (must obtain valid Montana Driver's License within 60 days of employment); and
- International Facility Management Association Certified Facility Manager certification preferred;
- Offers for employment are conditional upon satisfactory response to appropriate post-conditional offer process.

**TO APPLY:**

- Complete a City of Bozeman application online at [www.bozeman.net/jobs](http://www.bozeman.net/jobs).
- Attach a Cover Letter & Resume.
- Complete the Supplemental Questionnaire.