

THE FULLERTON

HOTELS AND RESORTS

Assistant Facilities Manager

The Fullerton Hotel Sydney - Australia

JOB RESPONSIBILITIES

- Ensuring all assets of The Fullerton Hotel Sydney are maintained to a high standard.
- Assisting in all matters of a technical and/or engineering nature, both financial and operational.
- Assisting in planning, organizing and controlling all engineering related matters including the co-ordination of contractors.
- Check and action all monthly service reports.
- Prioritize work orders to ensure smooth running of Hotel Operations.
- Be responsible for back of house requests and room maintenance issues.
- Project management and CAPEX administration.
- Able to work under pressure (strong, confident, decision making)

JOB REQUIREMENTS

- Previous large hotel experience – 300 to 400 rooms is advantageous.
- Collaborative people management experience with a small team.
- Experience in a related trade would be an advantage.
- Able to attend after hour emergency callouts if required.
- You will be a team player and have the ability to juggle a variety of tasks and effectively make decisions.

To apply for the above position, please send your full resume to fsy.talent@fullertonhotels.com.