

## Building Management Senior Manager - BINUS Higher Education

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Company: BINUS Group

Location: Daerah Khusus Ibukota Jakarta

Category: other-general

Building Management Senior Manager - BINUS Higher Education page is loaded Building Management Senior Manager - BINUS Higher Education Apply locations Jakarta time type Full time posted on Posted Yesterday job requisition id JR2024034322 It's fun to work in a company where people truly BELIEVE in what they are doing! We're committed to bringing passion and customer focus to the business. Building and General Affairs- Develop strategic program and provide guidance & support for its implementation in the respective building management departments.- Responsible in handover process for new project / new building development- Responsible for managing the day to day operations of various assigned facilities to ensure the operations, maintenance, and vendor management standards of the contract are met in a cost effective, safe and efficient manner- Resolves problems and/or conflicts and maintains open communication with the client including providing regular written and oral reports to ensure satisfaction- Consistently seek and implement various innovation and improvement with technology and provide guidance & support for its implementation in the respective building management departments.- Reviews and approves all expenditures for tools, equipment, supplies, materials and additional contract requirements. Assist with preparation of facility budget- Establish and monitor process performance metrics; tracking, analyzing and reporting performance in terms of quality, safety, cost, and customer satisfaction. Takes corrective action to bring about required change and ensure contract requirements have been executed at a level above the specified standards- Complies with all company policies and procedures to company standards- Oversee the performance of outsource suppliers (housekeeping, security, catering, etc) Health Safety & Environment-

Assists Top Management in the development, implementation, and administration of corporate health, safety, and environmental objectives, policies, and procedures.- Establishes all policies and procedures in compliance with Occupational Safety and Health Administration (OSHA) and other rules, regulations, and codes.- Ensure that Occupational Safety and Health Administration (OSHA) as well as other environmental and safety recordkeeping and reporting requirements are met- Review any accident reports to identify patterns of injury and to determine whether unsafe conditions contributed the accident; advises departments of trends in injuries and proper safety procedures that may results in reduction of injuries; provides department with information that will aid in reducing accidents and improve safetyManagement Support Activities- Manages and supervises personnel including hiring, promotions, recognition, discipline, performance management and development programs.- Plans, directs, and monitors the performance objectives of GA personnelRequirement :- Minimum Bachelor Degree (S1) from any major- Have minimum 3 years of working experience in managerial level, and Have minimum 10 years of working experience.If you like wild growth and working with happy, enthusiastic over-achievers, you'll enjoy your career with us!Not the right fit?Let us know you're interested in a future opportunity by clicking Introduce Yourself in the top-right corner of the page or create an account to set up email alerts as new job postings become available that meet your interest! About Us BINA NUSANTARA started with a dream and a sense of determination. Founded by Joseph Wibowo Hadipoespito and Theresia Widia Soerjaningsih, this education institution has gone through many stages, and overcome various barriers. It still stands strong and grand despite the competition. Introduce Yourself Not finding the right fit? Let us know you're interested in a future opportunity by clicking Get Startedbelow or create an account by clicking 'Sign In' at the top of the page to set up email alerts as new job postings become available that meet your interest!

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