



TALISKER CLUB

Storied Management LLC – an affiliate of Storied Development, LLC, an established development, marketing and sales organization with private club communities throughout the continental U.S., Hawaii, the Caribbean and Mexico – is seeking a Senior Director of Facilities for its luxury, private residential, mountain golf and ski community in Park City, Utah – Talisker Club.

Talisker Club is Park City's only four-club, one-membership private home community presenting an incomparable collection of mountain, Main Street, backcountry and country clubs. It is situated in Utah's Wasatch mountain range, from the slopes of the Deer Valley® Resort to the valleys surrounding the Jordanelle Reservoir.

Please visit our website at: www.taliskerclub.com to learn more.

Job Description

POSITION DESCRIPTION:	Senior Director of Facilities
STATUS:	Full Time
FLSA:	Exempt
REPORTS TO:	Senior Director of Club Operations

PURPOSE/OBJECTIVE FOR THE POSITION

Manages a comprehensive facility and housekeeping to maintain the quality and cleanliness of all the organization's roofed structures and various leased facilities in accordance with sound engineering and housekeeping practices. Oversees day-to-day operations of the facility and housekeeping departments and personnel; directs service calls; repairs, alters and installs work according to developed or pre-set guidelines; troubleshoots malfunctions; and responds to service calls.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Responsible for maintenance and cleanliness of all the organization's roofed structures and various leased properties.
- Responsible for the maintenance, repair, and installation of lighting in surrounding parking lots, trees, walkways, footer lights,
- Responsible for the overall cleanliness of the organization's roofed structures.
- Troubleshoots malfunctions and responds to service calls.
- Prepares annual budgeting of repair and maintenance, energy, housekeeping, and capital expenditures.



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- Maintains and updates separate five-year maintenance and capital improvement plans for all building (exterior and interior).
- Plans, implements, and administers the energy management and preventive maintenance programs.
- Administers and directs all major and minor repairs and improvements. Procures bids and contracts required for all improvements. Coordinates in-house retrofit and cosmetic improvement program as directed by management.
- Supervises the purchasing of all goods and materials for facilities and housekeeping; initiates purchase orders for facility and housekeeping, machinery, equipment, parts and services, as required.
- Maintains and monitors fire systems for all facilities.
- Conducts daily facilities walkabouts and specific site inspection on an as-needed basis.
- Assists in preparing all necessary reports required by the city and county concerning safety, health and fire and provides for the renewal of all permits and licenses.
- Maintains work order database on a daily basis, trains and schedules staff according to needs.
- Consults with the General Manager and for budget approvals and endorsement of major projects.
- Effectively coaches and mentors employees. Proactively supports employee involvement and development; counsel's employees on performance standards; and conducts timely performance reviews.
- Oversees the Safety and Health Program.
- Responsible for the maintenance and cleanliness of the facility and housekeeping designated vehicles.
- Assist with needs during the Club's Signature Events.
- Responsible for maintaining a clean and safe working environment with continual emphasis on promoting employee health and safety. Assists in training all departments in proper safety techniques.
- Other duties as assigned.

EDUCATION AND QUALIFICATIONS

- Two-year degree in related field with continuing education in Mechanical Engineering, Architectural Engineering, HVAC, plumbing or related field.
- 8-10 years progressive experience as an Engineer, Maintenance Professional, or related position.
- 5+ years of supervisory experience.
- Mechanically inclined with all-around knowledge of mechanical systems, plumbing, electrical and refrigeration. Hands-on capabilities for repairs.



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- Organizational abilities to coordinate club projects and renovations.
- Understanding of energy management and related systems.
- Demonstrated ability to manage multi-discipline projects and utilize technical support staff.
- Ability to develop and maintain awareness of occupational hazards and safety precautions; Skilled in following safety practices and recognizing hazards.
- Knowledge of and ability to perform required role during emergency situations.
- Ability to work evenings, weekends and holidays when required.

LICENSES AND SPECIAL REQUIREMENTS

- HVAC and Swimming Pool Certification.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

- Regularly exposed to moving mechanical parts and outside weather conditions.
- Frequently exposed to fumes or airborne particles and toxic or caustic chemicals.
- Occasionally exposed to wet and/or humid conditions; high, precarious places; extreme cold; extreme heat; risk of electrical shock; and vibration. The noise level in the work environment is usually moderate to loud.
- Able to meet and perform physical requirements and to work effectively in an environment which is typical of this position.
- Frequent lifting, bending, climbing, stooping, and pulling.
- Frequent repetitive motions.
- Continuous standing and walking.

BENEFITS AND PERKS

All-inclusive benefit package offered.

- Medical
- Dental
- Vision
- Health Savings Plan
- Flexible Spending Account
- Life Insurance – long- and short-term disability
- Supplemental Insurances: Accident, Hospital Indemnity, Critical Illness
- Paid Time Off: Vacation & PTO Package; Designated Holiday Trade Days
- 401(k) Retirement Plan
- Discretionary bonus program



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- Ski Passes & Golf Privileges
- Employee Meal Program
- Reward and Recognition Programs
- Discounts on retail
- Discounts at Courchevel Bistro
- Relocation package if applicable
- Education and Tuition Assistance Program