

Department : Finance Division

Country : Taiwan

City : Taipei City

Facility Manager



We are looking for a person who has good knowledge and experience of the vehicle retail business and who is highly motivated to build a new function for facility management.

The main tasks are:

1. Responsible for the facility management for all Scania service centers.
2. Management of long-term preventive and corrective maintenance.
3. Asses, develop and implement action plans and procedures for work to be carried out in a consistent and efficient manner.
4. Define demands for procurement of construction and office materials.
5. Supervise subcontractors and handyman works.
6. Cost management for all capital works.
7. Review architectural and engineering drawings for all works.
8. Co-ordinate with local authority and manage regulations for all capital works.
9. Documents and record management of all construction drawings, operation manuals etc.
10. Co-ordinate in matters related to sustainability and environmental protection
11. Work with the functions for SHE and DOS to conduct inspection.
12. Act as project manager for relocation- or expansion projects.
13. Participate in feasibility studies for network development.

We are looking for a person who has

- College, diploma or degree in appropriate discipline.
- Minimum 3-4 years industrial construction experience Strong attention to detail and ability to perform tasks carefully and accurately
- Maintenance or building management.
- Knowledge of building systems including HVAC, security, electrical, fire systems and safety.
- Ability to perform cost estimates
- Project management
- Report writing skills and experience
- Excellent interpersonal, communication and presentation skills.
- Ability to take initiative and work under pressure.
- Effective time management skills and ability to meet deadlines.
- People management skills.
- General computer skills.
- Ability to communicate fluently in English and Mandarin.

You will be stationed in Taipei City, but travel on a regular bases.

For further information

You are welcome to contact Sharlene lin +886 2 25098200#901 sharlene.lin@scania.com

Application

Your application should include a covering letter and CV.

部門：財務處

國家：台灣

城市：台北市

設備經理



我們正在徵求一名**設備經理**，我們希望他具備在車輛零售市場良好的知識與經驗，同時對設備管理這項新功能具有積極性。

主要工作內容是：

1. 負責所有 Scania 服務廠的設施管理。
2. 長期性預防管理和改善維護。
3. 評估，制定並執行行動計畫和程序，以便能用一致和有效的方式進行工作。
4. 定義建築和辦公材料採購的需求。
5. 監督下包商和工務工作。
6. 所有自有資本工程的成本管理。
7. 審查建築和工程圖紙的所有作品。
8. 與各區部門主管協調，管理所有自有資本工程的規章制度。
9. 所有施工圖紙、操作手冊等的檔和記錄管理。
10. 在永續發展和環境保護方面的協調工作
11. 與 SHE 和 DOS 的職能部門合作進行檢查。
12. 擔任搬遷或擴建專案的專案經理。
13. 參與服務網路開發的可行性研究。

我們希望應徵者擁有：

1. 專科以上畢業
2. 3-4 年以上營建施工經驗, 對細節強烈專注, 並認真細緻地執行任務。
3. 維護或建築管理。
4. 建築系統知識, 包括 HVAC, 安全, 電氣, 消防系統和安全。
5. 能夠執行成本估算
6. 專案管理
7. 撰寫報告的技巧和經驗
8. 良好的人際關係, 溝通和演講技巧。
9. 能夠主動和在壓力下工作。
10. 有效的時間管理技能和期限內完成的能力。
11. 人員管理技能。
12. 一般電腦技能。
13. 能夠流利地用英語和普通話進行溝通。

應徵者之工作地點將安排在台北市南京東路總公司, 但可能經常出差

進一步訊息

歡迎連繫 人資部 林小鈴 +886 2 25098200#901 sharlene.lin@scania.com

應徵

應徵資料應包含個人簡歷