

# **LOGAN FACILITY MANAGER**

## **Job Description**

The Facility Manager for the Logan Airport Concessions Program is responsible for maintaining the Concession Premises in a clean, neat, sanitary and safe condition in accordance with the Concession Lease Agreement and all applicable health, fire and building code requirements.

## **Overall Responsibilities**

- Manage concessions operations for compliance with policies and procedures, and relevant operational, safety & security regulations.
- Manage contract service agreements.
- Conduct operational and food safety inspections as required.
- Assist with training and safety programs.
- Engage in the Risk Management Committee and process at all levels.

## **Specific Responsibilities**

- Manage Common Area Maintenance Program.
- Manage the concessions maintenance and inspections program.
- Manage Grease Interceptor Pumping, Sanitary Line Maintenance, Kitchen Exhaust Cleaning, Grease Guard Rotation, Extermination, and HVAC Maintenance
- Conduct and accurately record required inspections and resolve violations and deficiencies.
  - Serve as key member of the Risk Management Committee.
- Ensure that contracted services are provided in accordance with the agreement and company standards.
- Maintain effective relationships with tenants, contractors, Massport, and airport tenants.
- Respond to tenant operational issues, problems and requests, including after-hours alerts and emergencies.

## **Areas of Expertise**

- Thorough knowledge of restaurant, shopping center, or facility operations, budgeting and housekeeping standards and practices.

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- Familiarity with relevant OSHA regulations and state and local ordinances is a plus.
- Experience with Massachusetts Solid Waste Facility Regulations and recycling best practices

### **Required Education and Experience**

- Relevant degree or diploma from an accredited post-secondary educational institution.
- Minimum three years of experience in restaurant management or relevant facility operations management.
- Current ServSafe Certification.