



VACANCY

FACILITIES MANAGER

Job Specification

Organizational Level:	Level Ten – Managerial
Duty Station:	Administrative Services, SSB Headquarters
Employment Status:	Contract
Reports to:	Senior Manager, Corporate Services

Minimum Requirements

- ✓ Bachelor's Degree in Facilities Management, Engineering, Building Technology, Construction Management, Architecture, Business Administration, or other closely related academic discipline with five (5) years' senior supervisory experience which includes exposure in Facilities or Property Management.
- ✓ Strong knowledge of facilities management principles, building systems, and infrastructure maintenance.
- ✓ Complete application package: cover letter, CV, 2 recent letters of recommendation, copies of academic credentials, current police record or receipt for record.

Refer to attached Role Description and Competency Model for Facilities Manager for further details on the core responsibilities and competency requirements of this position.

Application Procedure

- **Email completed Application to:** ssbrecruiter@socialsecurity.org.bz
- **Subject:** Application for Facilities Manager

APPLICATION DEADLINE: July 16th, 2026