



UConnectCare is a progressive nonprofit organization located in WNY offering help to those impacted by substance use disorder through prevention, treatment, residential, detox, and recovery services for over 50 years. UConnectCare has earned a local and regional reputation for excellence and was recognized as a Best Company to Work for in New York, 2018-2025.

JOB VACANCY

FACILITIES OPERATIONS MANAGER - RESIDENTIAL SERVICES

RESPONSIBILITIES

The Facilities Operations Manager oversees a service region of the maintenance and operations units ensuring that efficient services are designed to meet the needs of all the Residential Services facilities and the various departments. Responsible for the installation, maintenance, and repair of major systems, mechanical, electrical and plumbing equipment, buildings systems, grounds maintenance, and a variety of general use equipment, fixtures and utilities and ensures a clean, safe and secure environment. Also responsible for day-to-day supervision of residential cleaning staff.

ESSENTIAL DUTIES: Manages the various properties for Residential Services area ensuring efficient operations of all building equipment, systems, and appearance of all assigned buildings.

- Works with the Director, serving as a resource to reduce costs, achieve effective utilization and quality, emphasize goals and objectives, analyze and utilize information to develop and support providing excellent customer service, and to ensure effective management decisions.
- Functions as an effective liaison and intermediary between the operations and maintenance unit and the program director.
- Coordinates implementation of Preventive Maintenance (PM) program including schedules, assignments of parts and personnel, inspections, etc.
- Schedules preventive maintenance on all systems and equipment and ensure schedule compliance and quality work.
- Responsible for the performance of all Site Management, to include directing work; evaluating and documenting performance; addressing complaints and resolving issues.
- Inspects systems, buildings, grounds, and equipment to ensure work is completed according to standards, codes and regulations.
- Reviews and assigns work orders.
- Determines resource needs.
- Procures equipment, parts and supplies.
- Negotiates contracts and processes with vendors.
- Develops and provides in-service training.

- Required to have prompt, regular attendance in-person and be available to work on-site, in-person during regular business hours and as needed.
- Performs other duties as assigned by the program director.

QUALIFICATIONS

Minimum requirements: High School degree required. 5 years' maintenance and operations experience, with a minimum of 2 years in a supervisory capacity. Associates degree preferred.

REPORTING RELATIONSHIP:

The Facilities Operations Manager – Residential Services receives supervision from program director or his/her designee.

Valid NYS driver's license and method of transportation required. Must be addiction free, including tobacco. Pre-employment background check/post offer drug screening required. CARF and NHSC accredited. EOE

Status: Full-time, hourly nonexempt

Pay Range: \$19- \$22 per hour

Location: Residential programs in Batavia & Albion

FOR MORE INFORMATION OR TO APPLY:

Apply online with a cover letter and resume to:

UConnectCare, Attn: Human Resources

430 East Main Street

Batavia, NY 14020

Phone: 585-815-1801

Email: kcorcoran@uconnectcare.org

POSTED: 1/30/2026

DEADLINE: ASAP

UConnectCare does not discriminate on the basis of race, creed, color, national origin, sexual orientation, age, disability, or marital status as decreed by Law, and is in compliance with Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.