

Date of Posting: 2/11/2019

## **Bordentown Regional School District**

### **DIRECTOR OF FACILITIES**

**Full Time, 12 Month Administrative Position**

**Start Date: May 1, 2019 Approximated**

#### **District Description:**

The district is in the northwestern section of Burlington County; it consists of five schools providing preschool to grade 12 educational programs; its buildings are managed via computerized HVAC systems; the high school has a rooftop solar system.

#### **Qualifications:**

- Valid NJ certificate as C.E.F.M. (Certified Educational Facilities Manager) preferred  
The Board may initially waive this requirement; however, the person must achieve his or her certification within 2 years of employment
- Three years' experience; preferably in a school district environment, supervising maintenance, grounds, and/or custodial operations; or any combination of equivalent training, education, and experience that provides such knowledge, skills and abilities.
- Demonstrated knowledge of appropriate maintenance/custodial standards and practices.
- Strong leadership, interpersonal, communication, and effective problem-solving skills
- Valid drivers' license and Black Seal Boiler License (The Board may initially waive the Black Seal requirement, however, the person must obtain his or her boiler license by the end of the first year of employment)
- Per provisions of N.J.S.A. 52:14-7, the successful candidate shall have a principal residence in New Jersey
- Criminal history and sexual misconduct/child abuse background check and proof of US citizenship or legal residence alien status required for all positions

#### **Salary & Application Process:**

- Competitive salary and benefits package offered, compatible to other administrative staff
- Please apply online at: [www.bordentown.k12.nj.us](http://www.bordentown.k12.nj.us) under employment by **March 6, 2019**. Upload a copy of your C.E.F.M. certificate and Black Seal licensee, along with a letter of interest and resume.

#### **Position Reports To:**

Eloi Richardson, CPA/School Business Administrator  
Bordentown Regional School District  
318 Ward Avenue  
Bordentown, NJ 08505

Email: [erichardson@bordentown.k12.nj.us](mailto:erichardson@bordentown.k12.nj.us)

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Mr. Bob Moore, Concerned Citizens of Bordentown, 21 Vine Way, Bordentown, NJ 08505  
BRSD Board of Education Members (13) Board packets or mail  
BREA, Stephen Koch  
BRAA, Louisa Kenny  
Daniel Riether, Affirmative Action Officer  
Webmaster  
NJ association of School Business Officials (For courtesy posting on their web)

TO POST

Bordentown Regional Schools and Depts: BRHS, BRMS, CBS, MIS, PMS, OSS, Transportation