



BUILDING OPERATOR

Tonko Realty Advisors is currently seeking a Building Operator for TELUS Plaza North, Edmonton. TELUS Plaza North is a 420,485 square foot office tower in downtown Edmonton and forms part of an office complex exceeding 1.2 million square feet.

Requirements for this position are outlined below:

Responsibilities:

- Supervise supply and service personnel, work order requests, and adhere to maintenance priorities
- Perform scheduled maintenance on all equipment based on the manufacturers' recommendations and operating manuals
- Work with various mechanical equipment including pumps, motors, boilers, air handling equipment and building automation systems
- Have up-to-date knowledge regarding contracts, suppliers and their services
- Participate in all maintenance projects
- Performing light plumbing work
- The duties and responsibilities of this position may be modified from time to time or changed as required to meet the needs of the company

Qualifications:

- Alberta 4th or 5th class Power Engineer or equivalent
- Valid driver's license
- Bondable
- Relationship Skills - Ability to communicate effectively and professionally, with contractors, tenants and the public
- Organizational/Multi-Task Skills - Ability to allocate one's time effectively, work under pressure, handle multiple demands and competing priorities
- Computer Skills – Able to use Microsoft 6.0 Outlook (e-mail) and Blackberry. Knowledge of Word and Excel would be an additional benefit.

Tonko is a fully integrated real estate advisory organization, providing asset and property management services in Western Canada. Tonko manages 10 million sq. ft. of office, industrial and retail properties and has over \$400 million in new development projects underway.

Salary is commensurate with experience. Please forward your resume with a covering letter to Bob Husereau at bhusereau@tonko.com or by fax to 780-990-1769. Although we value all applications, only those selected for an interview will be contacted.

This position was posted August 12, 2008 and will remain open until a suitable candidate is hired.