

# Baltimore Convention Center

## Job Announcement

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**Office of Human Resources**

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**Assistant Director of Building Services**

**Please mail your completed City application or resume to:**

Baltimore Convention Center  
1 W. Pratt Street  
Baltimore, MD 21201

**DEPARTMENT: Building Services**

**SALARY: \$ 58,300**

**GRADE: 923**

**CLOSING DATE: December 1, 2016**

**POSITION DUTIES:** Supervises and directs employees who handle engineering, electrical services, plant operations, and building maintenance. Employee oversees all building systems including HVAC, electrical, and plumbing.

**MINIMUM QUALIFICATIONS:**

**EDUCATION:** A bachelor's degree from an accredited college or university.

**EXPERIENCE:** Three to five years experience in business management, facility management, hospitality, or related field.

Equivalency – High School Diploma or GED equivalent and six years experience in building maintenance with three years in a supervisory capacity.

**SELECTION PROCESS:** Only candidates who meet the minimum qualifications will be considered for this classification. Send cover letter, resume, and/or applications to the Director of Human Resources, Baltimore Convention Center, 1 W. Pratt Street, Baltimore, Maryland 21201 or Email: [Jobs@bccenter.org](mailto:Jobs@bccenter.org)

**Equal Opportunity Employer/Affirmative Action Employer**