

## Client: John Doe – Facilities & Logistics Management

### Client Objective

John brings more than ten years of experience as a hands-on facilities and logistics management executive. Having recently been downsized, he is looking to move into a position in which he can continue his work as a facilities management professional for a medium to large-sized facility in any industry. He is willing to relocate for the “right opportunity.”

### Key Skills

- ✓ OSHA Regulations
- ✓ Process Improvement
- ✓ Hazardous Materials Handling
- ✓ Labor Relations
- ✓ Laboratory Supervision
- ✓ Facilities Planning & Maintenance
- ✓ Cost Control
- ✓ Safety
- ✓ Bi-lingual (English and Spanish)

### Summary of Research / Job-search Recommendations

For someone with John’s career objectives, two main categories need to be explored. The first is new construction/expansion projects; the second is existing facilities that are in need of an operations manager.

#### *New Facilities/Expansion Projects*

I began by using the search term **CORPORATE EXPANSION PROJECTS** and was brought to the Architectural Record web site (<http://archrecord.construction.com/projects/portfolio>). This web site provided details of corporate expansion projects, including the name and location of the client.

#### *Existing Facilities*

For some specific jobs covering existing facilities, I did a keyword search **FACILITY MANAGEMENT JOBS** and after evaluating the various results, I thought Indeed.com offered the best selection because it allows a candidate to refine their job search by salary

#### *Additional Information*

I have also provided information on a Certificate program in facility management. Given John’s experience, this is a program that he should be able to handle simultaneously with any full-time employment; moreover, the earning of a professional certificate can only help increase his potential earning powers.

### Recommended Professional Associations

#### **Association of Higher Educational Facilities Officers (APPA)**

##### *Leadership in Educational Facilities*

APPA, the gathering place for those of us engaged in the field of educational facilities management, and dedicated to the ongoing evolution of its professionals into influential leaders in education.

1643 Prince Street • Alexandria, VA 22314

Phone 703-684-1446 • Fax 703-549-2772

<http://www.appa.org/>

### Recommended Job Boards/Resources

#### **Indeed.com**

<http://www.indeed.com/q-Facilities-Manager-jobs.html>

Notes: Enter search term FACILITIES MANAGER to trigger the search.

**FMLink (Facilities Management Resource)**

<http://www.fmlink.com/JobsProjects/ViewPositions/>  
Notes: Free Registration is required to access job bank

**Professional Enrichment Opportunities****Professional Certificate Program in Facility Management**

[http://www.ocpe.gmu.edu/new\\_forms/facility\\_management.pdf](http://www.ocpe.gmu.edu/new_forms/facility_management.pdf)

**Salary Information****US National Average**

10 <sup>th</sup> %.....	\$55,303
25 <sup>th</sup> %.....	\$65,788
75 <sup>th</sup> %.....	\$90,282
90 <sup>th</sup> %.....	\$102,098

Source: Salary.com via HR Reported data as of February 2010

Because John indicated that he is willing to locate for the right opportunity, I was unable to zero in on specific base compensation for a desired geographical area. However, based on the data provided on salary.com, I am estimating that given John's experience and the fact that he's bi-lingual, he likely falls close to the 75<sup>th</sup>% range and can probably command a minimum of \$90,282. With additional training and professional certification, he can likely increase his base salary to a six-figure compensation range.

**Additional Resources****Facilities Manager Magazine**

<https://www.appa.org/FacilitiesManager/index.cfm>

**Facility Management Advisor.com**

<http://facility-management-advisor.com/index.html>

**Facilities Management**

<http://facilitymanagementweb.info/result.php?Keywords=Facility%20Management>

**Client's Current Resume**

*(Client's Resume Removed for the purpose of this sample; however, we do include it with our job search strategy reports.)*