The World Vegetable Center (WorldVeg) is a non-profit, autonomous international agricultural research center with headquarters in Taiwan and five regional offices around the globe. WorldVeg conducts research and development programs that contribute to realizing the potential of vegetables for healthier lives and more resilient livelihoods. For more information, please visit our website: worldveg.org

WorldVeg seeks to employ an Equipment and Facilities Manager – Technical Services Office (TSO), to manage and maintain the farm land, buildings, research infrastructure (green house, cold rooms, laboratory, etc.), farm machinery, automobiles and utility services at WorldVeg’s Headquarters in Shanhua, Tainan, Taiwan. The position heads the Technical Services Office which comprises 40 staff and reports to the Deputy Director General - Partnerships.

This position is open to Taiwanese nationals only.

Key Responsibilities:

1. Maintenance and Operational Efficiency
   - Maintain the Center’s premises and facilities to provide a good and safe working environment.
   - Ensure maintenance of farm machinery, research facilities, laboratory equipment, cars, on-campus infrastructure, and communication facilities while providing uninterrupted and efficient services to the users.
   - Oversee engineering surveys, prepare cost estimations, and handle all matters related to construction and maintenance.
   - Periodically review the infrastructure, firefighting, and emergency facilities and ensure the readiness to operate during a contingency situation.

2. Research and Development Support
   - Plan and prepare the farmland for crop research activities; provide irrigation, nutrient application, physical and chemical protection, and other farm-related services based on the needs of the Center’s R&D teams.
   - Design and develop specialized implements, equipment, and facilities to meet the specific needs of R&D groups.
   - Communicate with R&D staff to understand and address their needs and facilitate Technical Services staff to provide timely and efficient services.

3. Financial Management
   - Prepare and allocate annual budgets for operating expenses and recover the full costs of the services from users.
   - Implement and suggest proper measures to reduce energy and utility costs and contribute to the reduction of the Center’s environmental footprint.

4. Policy and Procedure Development
   - Periodically review related policies, regulations, and standard operating procedures and provide suggestions to the Management for a more cost-effective and efficient operation.
   - Introduce new and enhanced measures when needed to strengthen and improve operations.

5. Supervision and Coordination
• Supervise motor pool, maintenance workshops, warehouses, security services, and gardening operations.
• Perform any other duties as required by the needs of the Center and the Supervisor.

Required Qualifications:

• Bachelor’s degree in agricultural/mechanical/civil engineering, facilities management, or a related field.
• Minimum of 5 years of demonstrated experience in managing farm activities or maintaining machinery, equipment, buildings, etc.
• Knowledge of relevant laws and regulations related to equipment and facility management.
• Strong organizational, interpersonal skills and demonstrated leadership in supervising the maintenance operation.
• Proficiency in English (written and spoken) is essential.
• Strong commitment to safety and adherence to protocols.

The Reward: This is a Nationally Recruited Staff (NRS) position with competitive pay and benefits.

The candidate we hire will embody WorldVeg’s Five Core Values:

1. Dedication to Innovation and Knowledge Sharing
   Supports the conduct of world-class science, respects ethical standards, and is committed to transparently sharing results.
2. Commitment to Impact
   Aspires to achieve positive, tangible, and lasting impact contributing to Sustainable Development Goals.
3. Commitment to Partnerships
   Believes in the value of partnerships to advance research for development.
4. Respect for People
   Respect the diversity of gender, culture, ethnic origin, religion, age, beliefs, and views.
5. Respect for the Environment
   Strives to minimize its environmental impact and to introduce greener technology and practices.

How to Apply: Applicants should submit a letter of application explaining their suitability for and interest in the position along with a curriculum vitae, a recent passport-size photograph, names and addresses (including telephone/fax/e-mail) of three referees, and date of availability to jobapply@worldveg.org or the job bank site before 05 April 2024. Please mention the position title in the subject line.