

# EXECUTIVE DIRECTOR OF MAINTENANCE AND OPERATIONS

JOB STATUS: OPEN

POSTING NUMBER: 00067396

SCHOOL YEAR: 2025-2026

CALENDAR: District Support / Full Year [School Calendars](#)

CLOSING DATE: 02/01/2026 04:00 PM

POSTING NUMBER: 00067396

LOCATION: 102:M&O TEAM

POSITION TITLE: EXECUTIVE DIRECTOR OF MAINTENANCE AND OPERATIONS

## JOB DESCRIPTION:

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**Purpose:** Maintenance and operations of the District's physical facilities totaling over 17.4 million square ft of building space in addition to grounds, Maintenance Warehouse operations, materials management Warehouse and central Fleet operations through management of a staff of over 320+.

## ESSENTIAL FUNCTIONS:

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**Essential Functions.** An individual in this role must be able to perform the following functions with or without reasonable accommodation:

- Develop and expand effective & comprehensive preventative maintenance programs, development and advise administration on short and long-term needs of maintaining adequate physical facilities including infrastructure systems, energy conservation programs, preventive maintenance programs, and environmental issues, reactive and proactive response programs in place.
- Provide district-wide leadership and oversight of Maintenance and Operations for all facilities, ensuring operational excellence, including building systems, grounds, utilities, custodial services, and infrastructure, with responsibility for operational continuity, regulatory compliance, fiscal stewardship, and uninterrupted support of teaching and learning.
- Direct and oversee Materials Management and M&O Warehouse Operations, with responsibility for inventory systems, staffing, budget oversight, process improvement, ensuring efficient inventory management and uninterrupted support of district maintenance and school operations.

**Duties.** All duties are standard language and apply to all Albuquerque Public Schools employees.

- Complies with state-approved Code of Ethics of the Education Profession and upholds and enforces rules, administrative directives and regulations, school board policies, and local, state, and federal regulations.
- Articulates and facilitates the implementation of the mission and values of the Albuquerque Public Schools.
- Safeguards confidentiality of privileged information.
- Prepares and maintains accurate and complete records and reports as required by law, state directives, District policy and administrative regulations.
- Shares the responsibility for the supervision and care of District inventory, proper and safe use of facilities, equipment and supplies, and reports safety hazards promptly.
- Maintains professional relationships and works cooperatively with employees, the community, and other professionals.
- Maintains professional competence through individual and staff training, in-service educational activities, and self-selected professional growth activities.
- Attends and/or conducts staff meetings and participates on committees within the area of responsibility.
- Performs other tasks related to area of responsibilities as requested or assigned by an immediate supervisor.
- Required to be on-call 24 hours a day for critical emergencies
- Position requires management, oversight, and accountability for large departmental budgets.

## PREFERRED KNOWLEDGE, SKILLS, ABILITIES AND EXPERIENCE:

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### Preferred Knowledge, Skills & Abilities.

- Proficient in Construction and Maintenance Finance.
- Professional engineering license desired
- Effective communication skills, both verbal and written.
- Flexibility, organization, decision-making and problem solving skills.
- Interpersonal skills with a diverse population in-person and on the telephone.
- Knowledge of APS community, computer system, financial, and legal requirements.
- 10 years' experience managing large workforces involved in facility maintenance, and/or capital construction.
- Four (4) years' experience in Managing Warehouse operations.

- Knowledge of structural systems and maintenance of buildings, grounds, and equipment, custodial, working knowledge of cost estimation bid preparation and state purchasing procedures.
- Knowledge of construction techniques, materials, HVAC systems, electrical systems, and building codes.
- Possess or obtain a valid New Mexico driver's license.
- Working knowledge in Microsoft office and Google.
- Six (6) years' experience in Managing large Operational and Capital Budgets.

REQUIREMENTS:

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**Required Education, Licenses, Certifications, & Experience.**

- Bachelor's degree in engineering or closely related field and six (6) years' experience in maintenance and operations, construction, and planning.
- Experience four (4) years with large budget authority
- Requires a NM construction License GB98 (required for state yearly permit and/or qualifying Party NMCIC)

CONTACT INFORMATION:

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Contact: Gabriel Antonio Gonzales at / gonzales\_gab@aps.edu

APPLY TO:

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Apply at [www.aps.edu](http://www.aps.edu) and submit a District Support application.

A cover letter, resume and any other supporting documents MUST be submitted prior to 4:00 PM on the closing date of the advertisement for your application to be considered complete. The cover letter and resume are considered valid for one year from the submission date.

ADDITIONAL INFO:

GRADE / LEVEL: DSE18  
SALARY: \$132,416.72  
DAYS: 256  
HOURS: 8  
START DATE: March 1, 2026

[ADA Compliance](#)