



Workplace Operations Team Lead

Montreal - Full-time - 744000131942174

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As a **Workplace Operations Manager** at Ubisoft **Montreal**, you will lead and coordinate maintenance operations across multiple Ubisoft studios in Canada. You will oversee internal teams and external partners to ensure our workspaces are safe, functional, and well maintained, while supporting studio projects and continuous improvement initiatives.

What you'll do

- **Lead and develop maintenance operations teams** responsible for workspace upkeep across Canadian studios
- **Plan and coordinate maintenance activities** for multiple sites, ensuring consistent standards
- **Supervise external contractors** for renovation and improvement projects
- **Manage service providers** such as maintenance and food services in collaboration with local teams
- **Define and manage a pan-Canadian maintenance and project budget**
- **Plan annual maintenance programs** for studio spaces
- **Support the Art at Ubisoft Montreal program**, including assistance with art collection preservation
- **Monitor equipment and materials inventory** and place orders when needed
- **Ensure health and safety policies** are applied and respected across sites
- **Travel by air between studio locations** to support multi-site operations as required

What you bring to the team

- **Strong experience in facilities or workplace operations management**
- **Proven people leadership skills** with the ability to coach and develop teams
- **Experience managing vendors and external partners** across multiple locations
- **Ability to plan budgets and operational programs** at a multi-site level
- **Solid understanding of health and safety standards** in workplace environments
- **Strong organizational and reporting skills**
- **Collaborative mindset** and ability to work with cross-functional teams
- Ability to travel between studio locations, **including driving when required**
- Professional proficiency in **English and French**

What to send our way

- Your CV highlighting relevant skills and experiences

