

## *Facilities Manager*



**Helston, Cornwall, UK**



**Permanent, full time**



**Starting ASAP**



**Competitive Salary**

### ***ABOUT US***

Goonhilly (Goonhilly Earth Station Ltd) enables the safe, sustainable, and secure use of space – keeping organisations connected and informed from Earth to the Moon and beyond.

As the world's first and most advanced commercial provider of lunar and deep space communications services, Goonhilly supports spacecraft operating beyond geostationary orbit for organisations including ESA and Intuitive Machines. Goonhilly also provides state-of-the-art RF Space Domain Awareness (SDA) and assured satcom services for national security organisations.

Its sister company, COMSAT, provides commercial satcom services, with both brands sharing operational sites in the US and UK. Both companies also offer secure and reliable data centre services.

Our company values are **TRUST**, **EXCELLENCE**, **COLLABORATION**, and **CURIOSITY**.

### ***THE OPPORTUNITY***

We are currently seeking an experienced individual, responsible for the management, maintenance, and development of the Goonhilly site buildings and grounds, ensuring a safe, compliant, and cost-effective operation. This role oversees property and asset maintenance, health and safety, contractor management, space planning, and sustainability.

## **KEY RESPONSIBILITIES**

- Develop and implement the facilities strategy to include annual plans in line with business needs.
- Lead and develop the team, setting objectives, managing contractors, and cultivating a proactive, collaborative culture.
- Maintain a precise asset register and condition surveys; planning work to optimise ownership costs.
- Ensure statutory and regulatory compliance, including:
  - Health & Safety: ensure regulations, contractor controls, RAMS are in place and be the check and balance for the Health & Safety Manager.
  - Environmental: ensure environmental waste regulations are adhered to and regularly reviewed.
- Lead risk management, and improvement processes.
- Lead on the creation of facility related policies and procedures, ensuring the development of work manuals and guidelines for equipment.
- Oversee and assist with planned and reactive maintenance on the site including buildings and Antennas.
- Coordinate space planning, workplace standards, and efficient use of floorplans for assets.
- Manage facilities budget (OPEX & CAPEX), forecast costs, identify savings, and track.
- Approve invoices and manage variations for the department.
- Implement environmental and energy management plans, track carbon/energy performance, and optimise resource use.
- Ensure implementation of DEFRA and AONB policies in conjunction with The Countryside Stewardship Plan.
- Maintain continuity and incident response plans, coordinate drills, and supplier contingencies.
- Partner with stakeholders and project managers to align facilities services and resource align with business needs.
- Communicate effectively with users about works and safety matters.
- Serve as the escalation point for facilities issues and be available to attend site at short notice to provide cover as/when required.

## ***KEY SKILLS REQUIRED FOR THIS ROLE***

### Essential:

- At least 5 years recent experience in a facilities management role and advanced knowledge of relevant industry practices and regulatory requirements.
- HNC/HND or degree in Facilities/Building Services/Construction or Engineering or facilities Management qualification (e.g., IWFM/BIFM Level 4+ or equivalent).
- NEBOSH (General Certificate) qualified.
- Experience in budget management (OPEX & CAPEX), lifecycle planning, and business case development.
- Proven experience in leading teams to include coaching and performance management.
- Experience with sustainability/energy initiatives and reporting.
- Proven understanding of building services (HVAC, electrical, BMS, fabric) and asset management principles.
- Excellent contract, supplier, and stakeholder management skills.
- Proficient in MS Office/Excel.
- Clear, confident communicator, able to write policies, reports, and board papers.
- Problem-solving mindset with the ability to prioritise in fast-moving, reactive settings.
- Full UK driving licence.

### Desirable:

- Experience of quality systems and working to the following standards:
  - OHSAS 18001, Occupational Health, and Safety Assessment Series
  - Knowledge of ISO14001:2015 Environmental Management Systems
  - Knowledge of ISO 9001:2015 Quality Management System Standards
- MEWP Operator
- Telehandler Operator

## ***WHAT YOU CAN EXPECT FROM US***

- Competitive Salary
- Holiday - 25 days plus bank holidays
- Life Assurance
- Private Medical Cover
- Private Dental Cover
- Company Pension Scheme
- Enhanced Maternity & Paternity Cover

We are an equal opportunities employer and are committed to ensuring that our workplace and employment practices are free from discrimination, harassment, or victimisation on the grounds of race, gender, married or civil partner status, pregnancy and maternity, sexual orientation, trans status, disability, religion or belief, and age. We encourage applicants from a wide range of background and with different identities and experiences to apply for roles with Goonhilly.

## ***HOW TO APPLY***

Please send your CV to [recruitment@goonhilly.org](mailto:recruitment@goonhilly.org). When submitting, please tell us how your knowledge, experience, skills, and abilities meet the requirements for our role.

**Application closing date: 15<sup>th</sup> March 2026**

Please note that positions at Goonhilly are subject to pre-employment checks.