

UTILITIES PLANT SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This is supervisory work with responsibility for the operation, technical maintenance, preventative maintenance and repair of equipment within a large building complex central utility plant (i.e. boilers, chillers, air compressors, cooling towers, pumps, refrigeration and mechanical heating, ventilating and air conditioning (HVAC) equipment, etc.) Supervision is exercised over a number of technical maintenance personnel. The work is performed under the general supervision of the Director or designee. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises personnel in the operation, maintenance, preventative maintenance and repair of utility plant equipment;
Operates boilers, chillers, cooling towers and related auxiliary operating equipment;
Makes repairs to utility plant mechanical/electrical/pneumatic and other related equipment;
Ensures preventative maintenance work of various mechanical and electrical systems and related equipment is performed;
Reads and interprets blueprints, specifications and operational maintenance manuals appropriate for boilers, chillers, cooling towers and all other related operating equipment;
Schedules personnel engaged in the operation and maintenance of utility plant boilers, chillers, cooling towers and related equipment;
Performs systematic checks of meters, gauges, instruments, controls, and operating equipment;
Completes activity and operational reports, as assigned, and assists in compiling Facilities Utility Plant budget;
Maintains proper inventory of all supplies, materials, tools, equipment, etc., required to complete work.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the processes and techniques used in boiler operation, chillers, cooling towers and related utility plant equipment; ability to read and understand technical manuals pertaining to the operation and maintenance of utility plant equipment; ability to operate and perform maintenance, preventative maintenance and repairs on utility plant equipment (e.g. HVAC, BMS, pumps, generators, etc.); ability to supervise the work of others; ability to prepare a variety of reports; ability to understand and carry out oral and written instructions; ability to communicate effectively, both orally and in writing; ability to establish and maintain cooperative relations with others.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and six (6) years of work experience involving a responsibility for operating and/or supervising the operation of Utility Plant operating equipment (i.e. boilers, chillers, cooling towers, etc.) within a large building or building complex Central Utility Plant.

NOTES:

1. A Bachelor's degree in mechanical, facilities or electrical engineering, or related field, may substitute for two (2) years of the required work experience.
2. Possession of a valid driver's license is required at the time of application, which must be maintained throughout the course of employment.

(over)

SPECIAL REQUIREMENT: At the time of appointment and periodically throughout the course of employment, the appointing authority shall verify possession of a valid driver's license, which is appropriate to the kind and size of vehicle to be driven.

PROMOTION: Three (3) years of permanent status as a Stationary Engineer.

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Competitive