AUBURN
Human Resources

# University Engineer
Job Description

## JOB INFORMATION

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|---|---|
| Job Code | JA10 |
| Job Description Title | University Engineer |
| Pay Grade | FM21 |
| Range Minimum | $101,660 |
| 33rd % | $132,150 |
| Range Midpoint | $147,400 |
| 67th % | $162,650 |
| Range Maximum | $193,150 |
| Exemption Status | Exempt |
| Approved Date: | 1/1/1900 12:00:00 AM |
| Legacy Date Last Edited | 12/11/2014 |

## JOB FAMILY AND FUNCTION

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|---|---|
| Job Family: | Facilities, Maintenance, & Operations |
| Job Function: | Facilities Services |

## JOB SUMMARY

Serves as the University's senior-level engineer, providing strategic focus, guidance, and functional (as opposed to execution) oversight of all institutional engineering systems and functions, assuring effective stewardship and sustainability of the University significant facilities investment.

## RESPONSIBILITIES

- Serves as Auburn University Facilities Management Authority Having Jurisdiction (AUAHJ); acts as liaison with state, county, and local authorities, provides plan reviews, conducts construction inspections, and grants AU Certificate of Occupancy as warranted.
- Leads design standards and plan review processes as a part of the overall quality control/quality assurance programs; develops, oversees, and maintains a systematic process for reviews.
- Coordinates with other entities on campus regarding security system requirements for campus facilities and oversees the development of continuous improvement plans for existing systems.
- Directs and leads the assessment, reporting, planning, and management of laboratory space on campus, to include developing plans to systematically renovate existing lab space.
- Manages the systematic development and documentation of a Repair and Renovation (R&R) execution plan to ensure funding for the repair and maintenance of university facilities is allocated consistently with the direction provided by university leadership.
- Directs and oversees a building commissioning program aimed at ensuring efficient building operations, maintenance cost savings, and occupant satisfaction.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

## SUPERVISORY RESPONSIBILITIES

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|---|---|
| Supervisory Responsibility | May supervise employees but supervision is not the main focus of the job. |

## MINIMUM QUALIFICATIONS

**To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.**

## MINIMUM EDUCATION & EXPERIENCE

| Education Level | Focus of Education | | Years of Experience | Focus of Experience | |
|---|---|---|---|---|---|
| Bachelor's Degree | Degree in Mechanical Engineering | and | 10 years of | Experience in providing HVAC, plumbing, fire protection, and electrical engineering services for building systems | |

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of building codes, construction practices, and applicable local, state, and federal regulations.

## MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/ Desired | |
|---|---|---|---|---|
| Licensed Professional Engineer-NSPE | Licensed Professional Engineer | Upon Hire | Required | And |
| DL NUMBER - Driver License, Valid and in State | Any State | Upon Hire | Required | |

## PHYSICAL DEMANDS & WORKING CONDITIONS

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|---|---|
| Physical Demands Category: | Other |

## PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|---|---|---|---|---|---|---|
| Standing | | | | X | | |
| Walking | | | | X | | |
| Sitting | | | | X | | |
| Lifting | X | | | | | |
| Climbing | | | X | | | |
| Stooping/ Kneeling/ Crouching | | | X | | | |
| Reaching | | | X | | | |
| Talking | | | | X | | |
| Hearing | | | | X | | |
| Repetitive Motions | | | | | X | |
| Eye/Hand/Foot Coordination | | | | | X | |

## WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|---|---|---|---|---|---|
| Extreme cold | | | X | | |
| Extreme heat | | | X | | |
| Humidity | | | X | | |
| Wet | | | X | | |
| Noise | | | X | | |
| Hazards | | | X | | |
| Temperature Change | | | X | | |
| Atmospheric Conditions | | | X | | |
| Vibration | | | X | | |

| **Vision Requirements:** |
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| Ability to see information in print and/or electronically. |