AUBURN
Human Resources

Utilities Engineer

Job Description

JOB INFORMATION

Job Code	ND50
Job Description Title	Utilities Engineer
Pay Grade	FM20
Range Minimum	$90,360
33rd %	$117,470
Range Midpoint	$131,020
67th %	$144,580
Range Maximum	$171,690
Exemption Status	Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	5/31/2023

JOB FAMILY AND FUNCTION

Job Family:	Facilities, Maintenance, & Operations
Job Function:	Utilities

JOB SUMMARY

Reporting to the director of Utilities and Energy and working in conjunction with the Asst Director, Utilities and Energy, this position serves as the University's lead engineer for utilities and energy management issues. Serves as the leader of the Energy Management and Pant Operations groups for the Utilities and Energy directorate, and supports the Facilities Management organization responsible for maintaining the associated utilities infrastructure that serves over 250 campus facilities. The position plays a key role in ensuring the successful maintenance and operation of the utility and building controls systems to result in reliable and efficient delivery of resources in support of the University's academic, research, and outreach mission.

RESPONSIBILITIES

- Develops plans, programs, and processes to maintain the chilled water, hot water, and steam systems across campus. Develops key performance indicators to measure system reliability, efficiency, and provides data to increase the knowledge and capability of the technicians.
- Develops plans, programs, and processes to maintain the building automation controls system across campus. Keeps up to date with technology to ensure issues are resolved efficiently and effectively.
- Develops plans, programs, and processes to guide the Energy Management program, to include the Energy Reduction Strategy, Energy Reinvestment fund, direction of staff, tracking of projects, and development of key performance indicators.
- Continuously assesses the quality, efficiency, and condition of mechanical, electrical, and plumbing infrastructure and building systems across campus, and develops maintenance and repair programs to address issues.
- Provides leadership and oversight of the Chiller Maintenance, Controls, and Water Treatment contracts for Utilities and Energy.
- Develops and manages assigned operating budget to ensure labor, material, overtime, and contract expenditures are maintained as allowed.
- Participates in design development and review of plans for new construction projects to uphold utility installation and building energy systems standards
- Assesses and enforces the safety programs as required to ensure the safety of employees in all areas.
- Ensures the professional growth of each direct report and team member through performance coaching, goal setting, and routine talent development dialogue, maximizing scheduling and attendance at training and education opportunities. Develops a culture of inclusion, diversity, and teamwork that manifests itself in a positive, accountable, and continuously improving work group.

RESPONSIBILITIES

- Manages assigned staff, and participates in recruitment of positions. Writes and conducts employee performance evaluations, identifies development needs, and participates in resolving employee relations issues.

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

Supervisory Responsibility	Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

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, Electrical Engineering, or closely related field.	and	7 years of	Experience managing or directing engineering, operations, or maintenance activities, preferably in a large university setting.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of mechanical, plumbing, maintenance, and electrical engineering practices, blueprint reading, construction practices, and computer applications such as web-based work order system and Microsoft Office software.	
Must have above average customer service skills and high-level verbal (and written) communication skills.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State	Any State	Upon Hire	Required	And
Professional Engineer (PE) License		within 2 Years	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing		X				
Walking		X				
Sitting		X				
Lifting	X					

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
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:

Ability to see information in print and/or electronically.