
Auburn University Job Description

Job Title: **Utilities Engineer**

Grade FM19 \$77,600 - \$139,700

Job Code: **ND50**

FLSA status: Exempt

Job Family: Facilities, Maintenance & Operations

Job Function:

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 Plant 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.

Essential Functions

1. 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.
2. 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.
3. 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.
4. 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.
5. Provides leadership and oversight of the Chiller Maintenance, Controls, and Water Treatment contracts for Utilities and Energy.
6. Develops and manages assigned operating budget to ensure labor, material, overtime, and contract expenditures are maintained as allowed.
7. Participates in design development and review of plans for new construction projects to uphold utility installation and building energy systems standards
8. Assesses and enforces the safety programs as required to ensure the safety of employees in all areas.
9. 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.
10. 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.
11. May perform other related duties as assigned.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training,

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evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Bachelor's Degree	Degree in Mechanical Engineering, Electrical Engineering, or closely related field.
Experience (yrs.)	7	Experience managing or directing engineering, operations, or maintenance activities, preferably in a large university setting.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

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.

Certification or Licensure Requirements

Valid Driver's License is required.

Professional Engineer (PE) is required within 2 yrs. of starting position.

Pre-Employment Screening Requirements

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires .

Job occasionally requires .

Ability to see information in print and/or electronically.

Date: 5/31/2023
