

Job Description: Assistant Operating Engineer

Objective: Under the direction of the Operating Engineer, the Assistant Operating Engineer is responsible for the operation, monitoring, service and maintenance of all heating and cooling systems and controls.

Level of Responsibility:

- Reports to: Operating Engineer, Maintenance Manager

Job Duties:

- Ensures the proper operation, monitoring, maintenance, and repair of all heating, cooling, humidity, and dehumidifying equipment at the Center and at other properties owned by the Center.
- May be required to answer emergency calls during off duty hours pertaining to the physical plant.
- Provides guidance, instruction, and assistance to other maintenance personnel.
- Maintains operating equipment logs and records.
- Executes a program for ongoing preventative maintenance.
- Assists with special program setups and displays.
- Performs other duties as assigned.

Standards of Performance:

- Adheres to Center-wide policies and procedures.
- Successfully carry out the functions outlined above in an efficient and timely fashion.

Qualifications:

- Has two years of work experience in commercial HVAC service or stationary engineering; this includes operating low-pressure steam boilers/water heating boilers and commercial chillers and refrigeration equipment.
- Currently maintains or is able to pass the examination necessary to obtain and an EPA Universal Refrigerant License.
- Preference will be given to candidates holding or qualified to obtain boiler and/or refrigeration technician certification.

Classification: The position of Assistant Operating Engineer is non-exempt classification and is eligible for overtime. In some instances, evening and/or weekend work may be required.