

Position: Chief Operating Engineer

Department: Facilities Management

Reports to: AVP of Capital Projects and Facilities Management

Job Summary: Manages, assesses and/or performs maintenance and repair work on a wide range of building systems, including, but not limited to, heating, ventilating, plumbing, electrical, mechanical, refrigeration, air conditioning, and water systems.

Duties and Responsibilities:

- Manages the operation, maintenance and compliance of the College's Facilities building systems.
- Troubleshoots systems and independently analyzes problems to determine solutions.
- Works independently and uses discretion to undertake those repairs which can be done in-house. Refers other repair jobs to external services, as appropriate.
- Participates in the supervision of the College's staff mechanics.
- Maintains a deferred maintenance list for all Mechanical, Electrical and Plumbing equipment.
- Maintains a project management schedule and history for all equipment serviced.
- Ensures compliance with Local Law 84/87 and cooling tower regulations
- Obtains all Certificates of Fitness as required.
- Performs other duties as assigned by the Facilities Supervisor and Assistant VP of Capital Projects and Facilities

Qualifications:

- At least five years of experience in the operation, maintenance and repair of boilers, heating, ventilating, refrigeration and air conditioning equipment and systems or the equivalent combination of experience and formal course work in mechanical technology. Advanced training or degree in a relevant field preferred.
- Experience with some or all of the following building systems is preferred:
 1. Boilers and associated equipment and chemical treatment.
 2. Direct Fired Absorption Chillers and associated systems
 3. Package HVAC roof top, split, cassette, incremental, CRAC units
 4. Digital controls.
 5. Electrical
 6. Plumbing
 7. Fire alarms and smoke detection.
 8. Pumps and compressors.
 9. Escalators and elevators.
 10. Swimming pool
- Experienced in the operation of power hand tools, electronic test instruments and related mechanical shop equipment; instructs others on their proper use.

- Proficiency in a variety of computer software applications, in particular Microsoft Office software with an emphasis on Excel and Outlook. Knowledge of, or proclivity to learn, relevant work-order software as required.
- Excellent customer service orientation and interpersonal skills.
- Ability to interact collaboratively and professionally with diverse groups.

Interested applicants can apply by clicking [HERE](#)