

Position: Facilities Engineer

Department: Facilities Management

Reports to: Director of Operations

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 all other duties as assigned by the Facilities' Director of Operations and Vice President of Capital Projects and Facilities.

Qualifications:

- Minimum of a High School diploma or High School equivalency diploma is required.
- Advanced training, some formal course work in mechanical technology or an Associates' degree in a relevant field is preferred.
 - In lieu of the educational training, candidates with 3-5 years' of experience in the operation, maintenance and repair of boilers, heating, ventilating, refrigeration and air conditioning equipment and systems will be considered.
- 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; the ability to instruct others on their proper use is preferred.
- 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.
- Ability to effectively communicate pending work orders and jobs with the Facilities' Director of Operations and Vice President of Capital Projects and Facilities.
- Excellent customer service orientation and interpersonal skills.
- Ability to interact collaboratively and professionally with diverse groups.
- An appreciation and understanding of working in an inclusive, engaging and diverse college environment.
- Culturally sensitive, caring and friendly with a deep understanding and appreciation of a multi-cultural college community and the Franciscan traditions of St. Francis College.

About St. Francis College:

For over 150 years, the mission of St. Francis has been to provide an affordable, quality education to working class people who otherwise may not be able to attend college. St. Francis College is a private, independent, co-educational urban college whose Franciscan and Catholic traditions underpin its commitment to academic excellence, spiritual and moral values, physical fitness, social responsibility and life-long learning. We educate the whole person for a full, relational life, developing the students' talents and abilities for meaningful, fulfilling careers, as well as for collaborative, service-oriented leadership.

The College strives to offer ample opportunities for students to immerse themselves in the intellectual, cultural and professional opportunities afforded by New York City and to serve the needs of the local community in which they live and study. Our location in Brooklyn Heights provides a confluence of cultures and religious beliefs, mirroring our commitment to maintain and celebrate our diverse student body.

St. Francis College is an Affirmative Action, Equal Opportunity employer and we are strongly committed to increasing the diversity of our faculty, students, and the curriculum. Qualified candidates of diverse ethnic and racial backgrounds are encouraged to apply.

Interested applicants can apply by clicking [here](#).