



CALIFORNIA STATE UNIVERSITY, STANISLAUS

Phone (209) 667-3354 ♦ www.csustan.edu/HR

EMPLOYMENT OPPORTUNITY

POSITION: BUILDING SERVICE ENGINEER

JOB #12/70

Full-time position available on or after January 14, 2013 in Facilities Services.

ESSENTIAL DUTIES: Under the general supervision of the Engineer/Energy Manager, this position will be responsible for the operation, maintenance and repair of HVAC and refrigeration, equipment/systems, related building automation systems, campus lakes and other equipment/systems as assigned including but not being limited to bleachers, fire pumps, overhead cranes and mechanical part of emergency generators etc. Work may involve exposure to hazardous materials. Duties include, but are not limited to:

- Maintain, service, inspect and repair the mechanical, electrical, electronic and digital controls associated with campus systems.
- Estimate cost, time and materials for projects; participate in the maintenance and operations of applicable heating, ventilating, and air conditioning systems and equipment.
- Perform all work in accordance with established safety procedures and maintain a safe and clean work environment.
- Maintain records and logs; retrieve data related to work performed using manual and/or computerized record-keeping systems; prepare standard reports; and consult and work with other trades workers. Respond to service calls, communicate information to management and vendors as necessary. May instruct and lead semi-skilled or unskilled assistants.
- Inspect heating, ventilating, air conditioning, refrigeration and water systems and equipment; test, adjust, and calibrate boiler and air conditioning machinery and mechanical, electrical, pneumatic, and/or microprocessor control instruments; test and chemically treat boiler, condenser, and cooling tower water and water from other systems; maintain, inspect, diagnose and make emergency repairs to natural gas, water, refrigerant, air and oil distribution systems. Maintain and service tools and equipment used in the performance of duties.
- Regularly use features of building automation systems to diagnose and troubleshoot problems in the HVAC systems while optimizing energy usage; monitor building automation systems data and adjust system accordingly; respond to service requests to adjust air flow, temperature and humidity balances for individual rooms, building areas or buildings. Maintain swimming pools and campus lake water quality.
- Repair and replace bearings, shafts, seals, rings and electrical wiring and install central system parts, gauges, valves and pipes.
- Monitor, operate and program HVAC, refrigeration and other mechanical equipment, utility and mechanical systems by reading gauges, meters, charts and graphics from the field and EMS system, and make adjustments and repairs to the equipment and systems. Analyze HVAC & utility and mechanical system operation by communicating with customers and/or as required by building alterations, visual inspection, testing, making adjustments, interpreting, entering and analysis of computer data.
- Perform maintenance activities; repair, replace and install small to large pieces of mechanical devices, components and equipment above ceilings, in confined spaces, in outdoor environment and in mechanical rooms.
- Perform chemical testing; complete written reports pertaining to maintenance and operation programs, monitor water in swimming pools, campus lakes, other systems and energy consumption. Read construction documents, plan and estimate mechanical projects or mechanical parts of other projects.
- Read electrical and gas meters through meter site visiting and EMS system, and perform other duties as assigned.

QUALIFICATIONS:

- Full-time equivalent to two years of journey-level experience in the operation, maintenance and repair of boiler, heating, ventilating, refrigeration and air conditioning equipment and systems or the equivalent combination of formal course work in mechanical technology and hands-on experience. Previous related mechanical trades experience in an educational or academic institution preferred.
- Must possess valid EPA Universal Technician Certification. A HVAC Journeyman certificate preferred.
- Must possess and maintain a California Driver's License and satisfactory driving record.
- Ability to work alternate work schedules to meet operational needs, i.e. evenings and weekends, required.

PHYSICAL DEMANDS:

- Must be able to frequently sit, move, and stand for the typical journeyman level of skilled construction or maintenance trades functions. Must be able to operate a motorized vehicle.
- Must be able to sit or work at a work bench or computer terminal for long periods of time on various projects. Must be able to hear, speak and write English.
- Must have ability and strength to climb, balance, stoop, kneel, crouch, reach, handle, finger and feel the various tools, equipment and devices required in the field.
- Must be able to occasionally and intermittently sit, stand, and walk on even and uneven ground within the work area, and across campus. Must be able to occasionally and frequently bend, stoop, squat, reach, at ground to above head level. Possess hand eye coordination, mechanical skills, ability to differentiate between colors.
- Must be able to crawl and twist with overhead pushing and pulling; lift and carry up to 10 lbs. on a frequent to continuous basis and up to 50 lbs. at a frequent basis from floor to overhead, carrying variable distances. Able to perform continuous hand manipulation including grasping, twisting, fine/gross manipulation and fingering.
- Must be able to climb ladders, stairs and work at high heights for periods of time. Must be able to work with power tools, and hand tools as necessary. Must be able to wear respirators.

SPECIALIZED KNOWLEDGE, SKILLS, ABILITIES:

- Ability to proficiently use building automation systems to diagnose and troubleshoot problems. Ability to install, operate and repair HVAC equipment and systems.
- Thorough knowledge of high and low pressure boilers, and heating, pneumatic, ventilating, air conditioning, refrigeration and other mechanical equipment.
- Thorough knowledge of the methods, tools and materials used in the operation, maintenance and repair of such equipment.
- General knowledge of ventilation principles, thermal dynamics, and closed water systems. Ability to analyze and respond appropriately to emergency situations.
- Working knowledge of energy management systems including the ability to understand and use system features.
- General knowledge of the applicable state and federal safety codes and regulations pertaining to mechanical and HVAC systems.
- Ability to install, operate, and repair HVAC equipment and systems. Demonstrated high degree of mechanical skill equivalent to journey-level in one or more related trades such as plumbing, pipe fitting, electrical, or air conditioning.
- Ability to read, interpret and work from blueprints, plans, drawings and specifications. Ability to make rough sketches; estimate costs, time and materials of mechanical work.
- Ability to maintain records and retrieve data related to work performed using manual and/or computerized record-keeping systems; ability to prepare standard reports.
- Ability to provide instruction to unskilled and semi-skilled assistants. Ability to perform arithmetic calculations, read, and write at a level appropriate to the position.
- The successful candidate must be fingerprinted and successfully pass a background check, which may include checks of employment records, criminal records, civil records, and motor vehicle records.

SALARY RANGE: \$4,659 to \$6,015 per month plus excellent paid benefits. *Position will normally be hired at, or near, the entry salary.*

POSITION IS OPEN UNTIL FILLED. SCREENING OF APPLICATIONS TO BEGIN ON OR AFTER JANUARY 4, 2013.

APPLICATION PROCEDURE: Qualified candidates should submit a completed CSUS employment application (download electronic application at http://www.csustan.edu/hr/employment_opportunities/staff/index.html) to:

California State University, Stanislaus • Human Resources Department
Mary Stuart Rogers Educational Services Gateway Building, Suite 320 (3rd Floor)
One University Circle • Turlock, CA 95382

Applicants requiring necessary accommodations to the application process may contact Human Resources at (209) 667-3351. California Relay Service is available at (800) 735-3933 voice and (800) 735-2929 TDD.

THOSE INDIVIDUALS WHO APPEAR TO BE THE BEST QUALIFIED FOR THIS POSITION WILL BE CONTACTED BY TELEPHONE FOR AN INTERVIEW.

CSU STANISLAUS IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION TITLE IX/SECTION 503/504 EMPLOYER. QUALIFIED WOMEN, MINORITIES, AND PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY. CSU STANISLAUS HIRES ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES. CLERY ACT: IN COMPLIANCE WITH THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CRIME STATISTICS ACT, CRIME REPORT STATISTICS ARE AVAILABLE AT: <http://www.csustan.edu/UPD/pages/CampusCrimeStatistics/index.html>

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