

FACILITIES ENGINEERING MANAGER

DESCRIPTION: This is administrative work supervising, directing and coordinating the development and implementation of a capital improvement, maintenance and repair program for a large state agency. Position is responsible for direct supervision of a professional design and project management team, independent project planning and construction apart from DAS-Building Division, and final administration of agency Capital and other construction projects apart from DAS-Building Division. Guidelines are presented orally and in writing and departmental policy and legislative dictates must be followed; performs related work as required.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Supervises all renovation efforts for agency.

Coordinates the capital construction effort for the agency estimating needs, suggesting budgets, etc.

Supervises the engineering section of the agency.

Supervises the construction, operation and maintenance of all agency power plants.

Coordinates and supervises the Agency's maintenance program for all institutions.

Coordinates, reviews and appraises all work performed by private consultation.

Directs and inspects the construction of new facilities and modification of existing facilities to ensure compliance with plans and specifications.

Plans the budget for the total maintenance program, for all institutions and prepares entire budget proposal for the engineering department.

FULL PERFORMANCE KNOWLEDGES, ABILITIES, AND SKILLS REQUIRED: (These may be acquired on the job and are needed to perform the work assigned.)

ENTRY KNOWLEDGES, ABILITIES, AND SKILLS REQUIRED: (Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations.)

Knowledge of: engineering terminology and techniques; architectural design of buildings; structure design and stress factors; mechanical design of buildings; energy supply sources.

Skill in: presenting new programs.

Ability to: deal effectively with a variety of discrepancies of work; communicate verbally and in writing; draw and sketch design work; read blueprints and specifications.

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JOB PREPARATION GUIDELINES: (Entry knowledge, abilities, and/or skills may be acquired through, BUT ARE NOT LIMITED TO, the following coursework/training and/or experience.)

Any combination of training and/or experience that would enable the incumbent to possess the required knowledge, skills and abilities. A general qualification guideline for positions in this class is a Baccalaureate degree in engineering, construction science or related area plus eight to ten years experience in engineering, construction or related field.