

CLASS TITLE: CHIEF ENGINEER FOR CAPITAL ASSET MANAGEMENT & MAINTENANCE

Class Code: 02969400
Pay Grade: 43A
EO: A

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To plan, manage and oversee the activities and operations of the staff engineers and those projects and programs with an engineering focus; to coordinate with other business units of the Division of Capital Asset Management & Maintenance and with other agencies for which the division provides services; to provide highly complex managerial support to the division director and other management positions within the division; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with considerable latitude to exercise independent judgment and reviews new construction & major rehab projects from a sustainable facilities perspective.

SUPERVISION EXERCISED: Supervises and reviews the work of professional, technical and other personnel assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, manage and oversee the activities and operations of the staff engineers and those projects and programs with an engineering focus and a sustainable facilities perspective.

To coordinate with other business units of the Division of Capital Asset Management & Maintenance and with other agencies for which the division provides services.

To provide highly complex managerial support to the division director and other management positions within the division.

To direct a broad variety of maintenance and engineering activities through subordinate group and division managers including facilities, system maintenance, system controls and research and development.

To provide support to superior(s) in managing the development and implementation of goals, objectives, policies and priorities for all facilities.

To provide support to superior(s) to establish and maintain appropriate service and staffing levels.

To develop the engineering and maintenance unit's work plan, goals, objectives, policies and procedures.

To provide direction to a multi-disciplinary maintenance and engineering organization involved in the maintenance, development, design modification and construction of facilities including the acquisition and modification of equipment.

To assign projects and programmatic areas of responsibility, review and evaluate work methods and procedures, and meet with key staff to identify and resolve problems issues/areas of concern.

To participate in the development of the division budget.

To do related work as required.

REQUIRED QUALIFICATION FOR APPOINTMENT:

KNOWLEDGE, SKILLS AND CAPACITIES: A thorough knowledge of the federal and state occupational safety and environmental regulations related to building construction and renovation; a thorough knowledge of the principles and practices of construction project management; a thorough knowledge of building construction codes, construction costs, materials, and appropriate time periods for construction projects; the ability to develop, plan, organize, manage, and evaluate construction activities for a variety of skilled and semi-skilled occupations; the ability to manage a multi-disciplinary engineering and maintenance program; the ability to effectively manage and supervise others; the ability to evaluate operational situations and analyze data in preparation for managerial and policy decisions; the ability to write technical reports relating to construction projects; the ability to prepare and administer large and complex budgets; the ability to communicate effectively, both orally and in writing; the ability to establish and maintain effective working relationships with employees, contractors, public officials, and the public; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: possession of a Bachelor's Degree from an accredited college or university in Civil, Mechanical or Electrical Engineering; and

Experience: Such as may have been gained through: extensive experience in position responsible for the oversight of engineering activities directly related to building construction and building operations and maintenance.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: November 15, 2015