

## CHIEF ENGINEER

### **.POSITION OBJECTIVE/SUMMARY:**

The Chief Engineer is responsible for the day-to-day operations of building maintenance and staff of all Kedren facilities, equipment and structures. This includes recommending technical assistance from outside sources for maintenance and/or repairs that Engineering Staff are not equipped to handle. May assume responsibility for work assignments to carry out the foregoing functions, and for follow-up to assure that completion includes adherence to quality, quantity, and regulations.

### **MINIMUM QUALIFICATIONS REQUIRED FOR THIS POSITION:**

- At least five (5) years management experience in building maintenance.
- Ability to supervise staff engaged in electrical, roofing, plumbing, engineering and other building trades.
- Experience in working with boilers, equipment, etc.
- Must have ability to work cooperatively, effectively and efficiently with all staff.
- Excellent written, verbal, and customer services skills.
- Ability to work additional days/hours as needed.

### **GENERAL STATEMENT OF FUNCTIONS:**

- Direct, supervise, manage, day-to-day operations of Engineer Staff and work related assignments.
- Receives and performs work requested by various departments and facilities submitted via the Material and Service Request Form.
- Performs equipment tests, charting and/or logging in of results.
- Assignment of all engineering department requisitions for supplies, equipment, engineering services and repairs. Coordinates work assignments and re-arranges priorities to assure maximum efficiency and effectiveness.
- Responsible for departmental personnel/payroll matters pertaining to hiring, training, performance evaluations, timekeeping, scheduling etc.
- Responsible for routine inspection building and reports outcomes to the Director of Facilities Management & Safety
- Operates and maintains stationary engines and mechanical equipment, such as steam engines, compressors, generators, turbines, and steam boilers to provide for utilities such as light, heat, and power for refrigeration, air-condition, and other services for the hospital.
- Observes regulations imposed by local, state, or hospital authorities, such as periodically shutting down boilers, deposits; testing emergency generators.
- Security and protection of all department tools, equipment and supplies.
- Maintains air-conditioning and heating, and all refrigeration.
- Practices confidentiality in all client, employee, and management related matters.
- Participate in fundraising objectives of Kedren.
- Practices loyalty and commitment to the philosophy, goals and objectives of Kedren.
- Assist in other departmental duties as required.

Job Type: Full-time