

**KERN COUNTY SUPERINTENDENT OF SCHOOLS
REVISED/APPROVED NOVEMBER 2003
RANGE: 55.0
MAINTENANCE/OPERATIONS/MECHANICAL SERVICES SERIES
CLASSIFIED – OVERTIME EXEMPT
CODE: 2,3,6,7,8,9**

BUILDING ENGINEER

DEFINITION

Under direction of the Director of Facilities and Property Management, to perform skilled work in general and specialized maintenance on the air conditioning, telephone and communications, emergency power, plumbing, fire safety, water, security, and electrical systems at the City Centre, U.C. Building, and various sites.

To test or arrange for testing of accelerometers (earthquake stress meters), elevators, fire systems and backflow prevention systems;

to perform semi-skilled and skilled duties in other maintenance trade areas;

to monitor by computer (from residence during off duty hours) the Energy Management System for U.C. Building, and City Centre and to correct problems by computer;

to do other related work as required.

EXAMPLES OF DUTIES

Inspects and repairs the air conditioning and heating units at the City Centre, U.C. Building and various sites, and maintains files and records on work performed;

may be the system manager for phone systems at City Centre, Ming Avenue Preschool, Richardson Center, Blair, Community Connection for Child Care and various relocatable classrooms;

may be responsible for all energy management assessments at all KCSOS sites;

performs all maintenance work for City Centre (electrical, plumbing, furniture);

may order, install and repair phones and phone lines and coordinate work needed with phone companies for various school sites;

may assist with contracts for phone systems installed by outside vendors and inspects work done;

may run computer for call accounting, review monthly billing and program telephone switch at City Centre and U.C. Building;

may install computer networks through the phone systems;

installs, calibrates and maintains electronic and pneumatic thermostats and controls for air conditioning and heating systems;

cleans and maintains cooling tower;

changes air conditioning filters;

contacts vendors and handles bids for foam roof and for fire sprinkler systems;

coordinates and supervises installation and repair of security systems;

coordinates all moves for U.C. Building, and City Center (electrical, phones, and furniture);

acts as backup for AC/Heating Mechanic II assigned to M & O;

makes changes, via Energy Management System, to the air conditioning system at Richardson Center;

responds to trouble calls for air conditioning and heating systems, telephone, plumbing and other maintenance problems at the U.C. Building, City Centre and various sites;

performs or arranges for preventive maintenance on all systems listed above;

maintains a variety of operational records;

coordinates and directs the work of others.

QUALIFICATIONS

Knowledge of:

Methods, materials, tools and equipment used in the maintenance and repair of refrigeration, ventilation, heating, air conditioning, security, fire alarm, telephone, plumbing, and electrical systems;

knowledge of building codes, policies, regulations and guidelines pertaining to all systems listed above;

safe working methods and procedures.

Ability to:

Skillfully repair and maintain all systems listed above;

lift up to 50 pounds:

work from blueprints, shop drawings, sketches, manuals, and diagrams;

plan, lay out, and coordinate the work of others;

accurately estimate labor and material costs;

maintain simple records and prepare complete and concise reports;

understand and carry out oral and written direction;

establish and maintain cooperative working relationships.

Experience:

Three years experience as a Maintenance Worker II, Lead Grounds Maintenance, AC/Heating Mechanic I or II, or equivalent.

Education:

Equivalent to the completion of the twelfth grade, supplemented by some air conditioning training.

Conditions of appointment:

Some positions may require proof of privately owned automobile insurance and possess a valid California Motor Vehicle operator's license.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

This position is overtime exempt and has a probationary period of one year.

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