

GENERAL DESCRIPTION OF CLASS

The FACILITIES ENGINEER 3 applies a wide range of advanced engineering principles, methods, and theories to design and develop system-wide projects involving multiple facilities in mechanical, electrical, civil, or other specialized engineering disciplines. The Facilities Engineer 3 ensures that projects satisfy client requirements, comply with building codes and engineering principles, and meet budget limits and is responsible for administering a facility program that is part of a total engineering department.

DISTINGUISHING FEATURES

This is the third level in a three-level series. Applying advanced methods and procedures to design and develop complex or system-wide projects involving multiple facilities and administering a facility program distinguishes this class from the lower levels.

DUTIES AND RESPONSIBILITIES

The duties listed below are not inclusive but characteristic of the type and level of work associated with this class. Individual positions may perform all or some combination of the duties listed below as well as other related duties.

1. Program Administration

Consults with staff on all program related issues. Checks facilities to identify operations and maintenance needs or capital investment projects and recommends improvements to update existing facilities.

Develops project ideas. Participates in selecting consultants, reviews and approves consultants' designs and administers contracts for project implementation. Maintains records and writes reports about program status.

Consults with staff on development of new facilities. Investigates and prepares reports on complex engineering design, feasibility studies, and investigations, or oversees engineering consultants developing designs, feasibility studies, and investigations.

2. Project Design

Develops and designs system-wide projects requiring difficult engineering computations, complex cost and material estimates, and evaluation of complicated engineering data. Prepares final drawings, specifications, and cost estimates. Oversees and instructs designers, drafters, and other staff working on the project. Writes reports outlining project goals and cost estimates. Presents design package to client and answers questions concerning project.

Consults with shop managers, contractors and vendors regarding project design, compliance with specifications, and other questions or problems during implementation. Inspects finished project for compliance with specifications and design.

3. Miscellaneous

Investigates facility problems reported by users. Analyzes problems, prepares reports and cost estimates and recommends solution. Notifies appropriate personnel to correct problem. Consults

with physical plant personnel as requested on design questions or problems involving engineering principles.

RELATIONSHIPS WITH OTHERS

The Facilities Engineer 3 has regular contact, in person and by telephone, with managers, purchasing agents, vendors, contractors, engineering consultants, and material controllers to exchange information to ensure timely and accurate project completion and with clients or client representatives as needed during project design and implementation to keep them informed on the project's status. The Facilities Engineer 3 also has contact with staff at other agencies and professional organizations to exchange information.

SUPERVISION RECEIVED

The Facilities Engineer 3 works independently with general supervision from a supervisory engineer or administrative supervisor who assigns and reviews the work for compliance with engineering principles and accuracy. The Facilities Engineer 3 uses engineering manuals, building codes, and administrative policies and procedures to design and implement projects.

GENERAL INFORMATION

The Facilities Engineer 3 must be willing to occasionally bend, stoop, and climb ladders to inspect projects and work sites and to occasionally travel throughout the State.

KNOWLEDGE AND SKILLS (KS)

Extensive knowledge of engineering principles, theory, and equipment with special reference to the activities of the engineering discipline concerned.

Extensive knowledge of engineering mathematics.

Extensive knowledge of how to use and apply engineering reference manuals, and building codes.

Extensive knowledge of building mechanical and electrical systems and equipment.

General knowledge of building materials.

General knowledge of construction costing.

General knowledge of structural, hydraulics, construction, and mechanical engineering practices and methods.

General knowledge of regulatory laws, requirements, and rules.

Skill in preparing engineering studies.

Skill in preparing engineering drawings and specifications.

Skill in reading and interpreting plans and specifications.

Skill in writing technical reports.

Skill in presenting ideas in a direct, understandable language to a variety of personnel.

Skill in answering questions to ensure compliance with plans and specifications during project implementation.

Skill in performing final project inspections.

Skill in monitoring equipment performance.

Skill in using computer technology to perform job duties (i.e., CADD, PC).

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. Some duties performed by positions in this class may require different KS's. No attempt is made to describe every KS required for **all** positions in this class. Additional KS requirements will be explained on the recruiting announcement.

Adopted 1/90

Revised

STATE OF OREGON
Dept. of Administrative Services
Human Resource Services Division