

BUILDING FACILITIES ENGINEERING TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, an incumbent works as a general engineering assistant performing basic mechanical, electrical, structural and civil engineering work related to building facilities. The work is performed under the supervision of the City Engineer and the Building Facilities Coordinator.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Assists in the coordination of the design of building facilities projects which includes plans, cost estimates, schedules, specifications and work drawings. Typical building facility projects include, but are not limited to: HVAC, plumbing, bathroom renovations, interior and exterior building lighting, elevators, electrical service and power distribution, emergency power, telecommunications, windows and doors, finishes and fixtures, masonry, roof, floor, fire protection and fire alarm systems, ADA compliance, and building code compliance projects;
- Assists in the preparation of preliminary feasibility studies, investigations, and cost estimates;
- Provides construction administration and oversight duties;
- Prepares CAD sketches and details;
- Reviews drawings and specifications permit applications to ensure that work performed meets standards. Reviews include building sitework, grading and mining, sewer connections, retaining wall, street opening, curb cut, storm water, and minor subdivision;
- Investigates complaints regarding buildings and related sitework;
- Assists in the development of capital improvement plans to determine improvement needs, recommend priorities, and provide data for inclusion in the annual budget;
- Assists in data gathering and on-going monitoring of building maintenance and improvement programs and assists with program evaluation;
- Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

- Good knowledge of the principals and practices of engineering for building facilities;
- Good knowledge of the methods and procedures used in the development of major building facilities projects;
- Good knowledge of personal computers;
- Reliability;
- Accuracy;
- Organization;
- Courtesy;
- Tact;
- Physical condition commensurate with the demands of the position.

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MINIMUM QUALIFICATIONS: Candidates must meet the following minimum requirements:

Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's Degree in Engineering or Architecture, or higher level degree, in engineering or architecture and four (4) years of paid satisfactory experience in the design of public building facility projects.