THE DENVER CENTER FOR THE PERFORMING ARTS

Facilities Engineering Department Position Description

Title: Engineer II

Job Summary:

This is Mid Level Facilities Operations Engineer position typically gained from four to seven years experience. The Engineer II reports directly to the Senior Engineer or the Director of Engineering and is expected to be actively involved in the day-to-day repair and maintenance, fabrication, installation and operations of the facilities and related equipment. Have Partial/full understanding of, and ability to work time to time from Schematics, blueprints, drawings, sketches or verbal directions. Have some Knowledge in National, State and Local codes and requirements. Must have the ability to operate power and hand tools. Some Knowledge of Chemical, Electrical and Mechanical Theories, Concepts, Principles and generally considered proficient as relates to efficient operations of facilities and related equipment.

The Operational scope is that of multiple sites (two office buildings; one multi-use live theater complex comprised of four theater spaces; two warehouses; and 42 residential condominium units comprising over 408,000 square feet).

Primary Responsibilities:

- Responsible to the Senior Engineer or the Director of Engineering; Repairs and Maintains physical structures of the facility and to carry out the day-to-day operation of all electrical, Plumbing and mechanical Facilities equipment. Monitors and adjusts the HVAC system including checking, repairing, replacing and scheduling equipment for efficient operations.
- Performs furniture reconfigurations, office/equipment moves, furniture requests, painting, changing out lamps and ballasts, electrical repairs, plumbing repairs, changing out ceiling tile, carpet repairs, life safety equipment monitoring and operation and other similar tasks as required.
- Performs locksmithing functions as necessary.
- Tracks and performs Preventative Maintenance tasks and makes repairs as necessary.
- Assists and monitors the activities of contractors working on DCPA systems.
- Interacts with Center employees and patrons to solve problems in system operations.
- Assist in maintaining records on all equipment.
- Has knowledge of all HVAC, mechanical, electrical and building systems and the maintenance necessary for each.

Required Knowledge and Essential Skills:

- Knowledge of HVAC mechanical and control systems for multi-use buildings.
- Knowledge of electrical and plumbing systems.
- Establish and maintain cooperative relationships with those contacted in the course of work, to include; clients, vendors and peers. This shall require the ability to effectively communicate well with all aforementioned persons in a diverse work environment.
- Familiarity with Johnson Controls Metasys Building Automation system a plus
- Knowledge of construction methods and processes
- Ability to utilize computer applications such as Microsoft Word, Excel and email applications with some level of proficiency.
- Computer aided facilities management and control system experience
- Intermediate analytical and quantitative skills.
- Exceptional oral and written communication capabilities.
- Ability to read, write and understand English.

Education and/or Experience:

- High School Education
- 4 - 7 years facilities experience

Physical/Cognitive Activities:

- Intermediate Reading and writing abilities are used occasionally in compiling or reviewing reports, developing systems as well as in other types of correspondence including ability to read blueprints.
- Mathematical skills are used often including basic math, conversions, and measurement such as weight, volume, and pressure.
- A portion of time is spent lifting, moving, stooping, kneeling, crouching, crawling and holding when making repairs, climbing on ladders. Carrying and/or lifting approximately 50 pounds and pushing and/or pulling approximately 200 pounds occurs at times (TV's, furniture, etc.)
- Must be able to work in outdoor weather conditions such as shoveling snow.
- Must be able to work off a ladder using standard safety practices.
- Must be able stand on feet for extended periods of time including standing on ladders, platforms or scaffold.
- Must be able to promptly, physically respond/walk between properties, distances of 100 - 400 yards in each direction.

Certificates, Licenses, Registrations:

- Valid Colorado Drivers License

Additional Requirement Information:

- Must be willing to travel to work at other local facilities.
- Must be available for On-Call and after hours response to trouble calls. This does require a 30 minute response time to be on premise.

Position Reports to: DCPA Director of Engineering, Facilities Management