

## Chief Engineer

### Job Description

**Basic Function** Responsible for the Engineering operations of the facility and maintenance staff. Facility is BRAND new and the Chief will be responsible for helping with the commissioning of the building.

The Chief Engineer will supervise 3 to 4 maintenance personnel and MEP outside contractors to ensure that facility engineering and maintenance services are being provided according to the PM agreement in a proper and cost effective manner.

#### Duties and Responsibilities:

This Chief Engineer candidate should be willing to work hands on with staff as required as well as management duties

Directs the daily activities of maintenance personnel outside contractors on a daily basis.

Strong tenant and employees communication skills

Ensures that maintenance work orders and PMs are completed in a timely manner. Assists the Property Manager with budgets and project pricing, responsible for preparing and submitting engineering budgets

Operates the Facility within budget with a focus on an Energy Efficient operation

Responsible to promote and provide a safe working environment for all employees and building tenants and comply with all local Mass Codes, OSHA and Federal requirements

Review new construction plans and specifications

Manages the Preventive Maintenance Program and assigns tasks

**Required Duties:** Manage engineering documentation and revise operating procedures as required. Provide training and supervision to building engineering staff. Troubleshoot and resolve

HVAC, and engineering problems throughout the building. Perform water treatment testing and analysis on all open and closed water systems. Available 24/7 for emergency calls to either respond or send appropriate personnel to respond



**Required Skills:** Possesses either an HVAC or Electrical license OR Lead engineer experience. Ability to effectively communicate with customers, contractors and subordinates.

**Qualifications and Licenses:** Technical School graduate with Electrical license or HVAC License preferred, but not required. Strong overall building skills and switchgear knowledge preferred.

**Experience:** Three to five years of Facility Engineering Management experience in a commercial office building with strong verbal and written communication skills and the ability to interact effectively at all levels.

Some Life Science experience would be beneficial for this position

Job Type: Full-time

Job Location: Somerville, MA

**Please CLICK below to submit your resume**

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Hazel Nivaud, Office Manager