

# Stationary Engineer

## OLV Charities

### **POSITION SUMMARY:**

Responsible for the operation and maintenance of the central Utility Plant Systems. Systems include the BAS (Building Automated System); chillers; boilers; Electrical Distribution System, including Emergency Generators; and all their associated sub-systems. Additional knowledge of HVAC systems preferred.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1. Maintains safe, efficient operation of building systems and installs/repairs equipment according to work orders assigned via the electronic work order system
2. Ensure proper operation and working order of centrifugal chillers, boilers, emergency generators, machinery, pumps, and other building mechanical equipment
3. Observe and interpret the BAS and take appropriate corrective actions to maintain building systems
4. Maintain Daily logs of operation, maintenance, and safety activities, including test results, instrument readings, and details of equipment malfunctions and maintenance work.
5. Test boiler water quality and take necessary corrective action, such as adding chemicals to prevent corrosion and harmful deposits
6. Responds to HVAC situations during and after hours for the purpose of resolving immediate concerns
7. Enter data and information into work order system in a timely and accurate manner
8. Complete all regulatory paperwork correctly
9. Work positively and cooperatively as a member of the Facilities team
10. Demonstrate collaboration with internal, cross functional teams and internal/external customers
11. Adhere to the guiding values and beliefs of the organization, including respect and courtesy toward co-workers, vendors and those we serve
12. Perform other duties as assigned

### **SKILLS**

1. Knowledge of complex electrical and mechanical building equipment
2. Understanding, installing and maintaining high pressure steam boilers
3. Ability to work with steam boilers, steam distribution systems, hydronics and hot water boilers heating systems. Chemical treatment, testing and analysis.

4. Knowledge of heat pumps, boilers, chillers, cooling towers, AHU's, air compressors, heat exchangers, exhaust systems VAV pneumatic controls
5. Knowledge of working with and troubleshooting complex electrical and mechanical building equipment
6. Knowledge of handling refrigerant and following EPA guidelines for recovery and disposal
7. Knowledge of servicing HVAC equipment including boilers, furnaces, AHUs, condensers preferred
8. Able to adhere to safe working practices and handle hazardous materials
9. Ability to troubleshoot and make repairs, install and perform preventative maintenance on systems
10. Able to work independently or as a team member to accomplish work
11. Able to accomplish job assignments in an organized, efficient, quality manner
12. Takes initiative and responsive to potential issues and needs
13. Able to complete work in an organized manner
14. Interacts with others with respect, demonstrates positive interpersonal and customer service skills
15. Able to troubleshoot, prioritize and problem solve issues in a timely manner
16. Works positively and cooperatively as a member of the Facilities team
17. Basic computer skills with ability to write and respond to emails in Microsoft Outlook, enter data and receipts into work order system via smart phone, Ipad or computer
18. Able to lift and push up to 50 pounds
19. Able to stoop, kneel, crawl, reach with hands and arms, climb stairs, repetitive use and dexterity with hands and fingers
20. Able to work independently or as a team member to accomplish work
21. Able to accomplish job assignments in an efficient, quality manner
22. Takes initiative and responsive to potential issues and needs

## **EDUCATION AND EXPERIENCE**

1. High School diploma or equivalency required
2. Valid City of Buffalo Stationary Engineer License 1<sup>st</sup> or 2<sup>nd</sup> Class; or equivalent required
3. Valid driver's license required
4. Experience as a Stationary Engineer, three years required, five years preferred, working with HP steam boilers and associated equipment.
5. Experience working with chillers, cooling towers, AHU's, air compressors, heat exchangers, exhaust systems, VAV pneumatic controls, etc. preferred
6. Three years' experience required with steam boilers, steam distribution systems and chemical treatment, testing and analysis
7. Training or experience in Tridium building automated systems (BAS) required

8. Basic computer skills to write and respond to emails, enter data and receipts into work order system via smart phone, iPad or computer required
9. EPA certification is required (may be obtained within 6 months of hire)
10. Experience with heat pumps and related equipment required
11. Experience working with and troubleshooting electrical and mechanical building equipment preferred
12. Experience handling refrigerant and following EPA guidelines for recovery and disposal preferred

**WORK SCHEDULE:**

Full time Monday-Friday; 7:00am - 3:00pm; 37.5 hours per week; with occasional coverage of other shifts and overtime

**Pay Range:** \$25.72-\$30.87/hour, based on skills and experience

**PHYSICAL REQUIREMENTS OF THE POSITION:**

The physical demands are representative of those to perform the essential functions of this job with or without reasonable accommodation(s):

Must be able to lift, push or pull up to 50 pounds and vision for color, peripheral and depth  
Able to stoop, kneel, crouch and crawl, reach and climb stairs; with visual and auditory requirements  
Able to climb extension ladders

**Email resume and cover letter to:** [olvc-careers@olvcharities.org](mailto:olvc-careers@olvcharities.org)

Or send cover letter along with resume to:

OLV Charities Human Resources Department  
780 Ridge Road  
Lackawanna, NY 14218