

FUNCTIONAL CATEGORY: PROPERTY & FACILITIES MANAGEMENT

LEVEL: Chief Engineer

JOB DESCRIPTION:

Chief Engineer responsible for all activities and staff working in the engineering department of a new commercial high-rise development and an adjoining commercial high rise which will be converted into a mixed-use development. The Chief Engineer reports directly to the General Manager. Duties include but are not limited to:

- Responsible for the implementation of preventative maintenance, repair operations and quality control plan for the property.
- Develop site specific policies and standard operating procedures to optimize equipment operation and minimize utility consumption.
- Establish and enforce industry standard safety standards to maintain a safe work environment.
- Responsible for day to day operation and optimization of all equipment at the property.
 - Perform preventative maintenance on equipment
 - Operate and maintain all mechanical, electrical, plumbing and life safety systems including but not limited to air handling equipment, chillers, pumps, exhaust fans, DDC controls, electrical switchgear, distribution panels, generator, fire alarm system, sprinkler systems, valves and plumbing fixtures.
 - Commitment to achieving the goal of 100% uptime on mechanical systems.
- Complete building equipment inspection reports and maintenance logs.
- Communicate maintenance issues, solutions and emergencies to the General Manager in a prompt manner.
- Hire, direct, train, evaluate, mentor and counsel all engineering staff.
- Develop excellent rapport with tenants, vendors, clients and staff.
- Manage tenant service requests, delegate work and ensure work tickets are addressed in a timely, effective and professional manner. All work performed will be recorded in the Computerized Maintenance Management Systems (CMMS).
- Prepare quotes for additional tenant work order requests.
- Perform vendor identification, solicitation, qualification, and performance evaluation.
- Construction Management: Capable of managing tenant improvement and capital projects. Attend meetings, review construction documents, submittals, RFIs and schedules.
- Enforce and monitor building warranties to ensure operations are consistent with design specifications.
- Assist with preparation of annual operating and capital expense budgets.

- Participate in continuing professional development to stay abreast of new standards, codes and maintenance procedures.
- Flexible in work hours and available on-call after hours.
- Able to meet physical demands to perform the essential functions of this position.

QUALIFICATIONS

- 5 to 10 years of operations and maintenance experience in a commercial high-rise building.
- Experience operating, troubleshooting and maintaining large tonnage air handlers and chillers.
- Excellent knowledge of BAS system controls, electrical, fire and safety systems, HVAC and plumbing.
- Strong leadership, mentoring and training skills.
- Excellent interpersonal, verbal & written skills and customer service skills.
- Excellent personal time management, organizational and problem-solving skills.
- Proficient in computer & smartphone operation and electronic work order systems.
- Comfortable working in a fast-paced environment.
- Self-starter who can multi task.

POSITION LOCATION

- Milwaukee, Wisconsin

Qualified candidates, please send cover letter – resume – salary requirements to: info@irgens.com