



Job Title	Director, Facilities Engineering	Job Code	FS0317
Pay Plan	A&P	Pay Grade	22
Union	Non-Union	FLSA Status	Exempt
Job Family	Facilities	Union Code	0
		Subfamily	Engineering

Job Family & Subfamily Summary

Facilities Professionals plan, design, manage and/or perform activities related to the maintenance, construction and/or installation of facilities, infrastructure and grounds.

Engineering Professionals design and inspect new and renovated construction projects. Performs maintenance inspections. Manages, plans, and coordinates activities associated with physical, environmental, and security conditions of the facilities.

Job Summary

Plans, organizes, and directs the activities of reliability engineering, including asset management, preventive maintenance, process compliance and efficiency reporting, predictive maintenance, planning and scheduling, field engineering, contract management, work control center, and enterprise asset management database as they support university-wide initiatives.

Representative Duties

1. Engineering

- Manages and directs the reliability engineering team and the implementation and sustainment of asset management, preventive maintenance, process compliance, and efficiency reporting
- Ensures properly planned work packages and the efficient scheduling of resources and personnel
- Ensures process improvements are made to control or reduce costs
- Oversees customer service and ensures the timely handling and resolution of issues
- Oversees non-emergency first responder service to the entire university including housing

2. Contractor Management

- Manages and directs the contractor management team and ensures all contractor work is evaluated to control or reduce costs and comply with standards and policies
- Maintains an effective warranty program
- Oversees the facility condition assessment program
- Sets guidelines and schedules maintenance for all university buildings
- Manages and facilitates the evaluation of suppliers and providers and oversees vendor relationships

3. Continual Improvement

- Develops and manages a predictive maintenance program to monitor equipment condition
- Establishes and oversees continual improvement of warehouse practices and procedures
- Generates reports to identify and address areas of potential improvement

4. Budgets

- Monitors expenditures and oversees the development of, and adherence to, annual budgets
- Performs cost-benefit analysis and recommends financial strategies to upper management

Education, Experience, Skill Requirements		
	Required	Preferred
Education Level	Bachelor's	Master's
Certification(s)		
Licensure(s)		
Work Experience		
8+ years of relevant work experience 3+ years of leadership experience		
Additional Requirements		

Physical/Environmental Demands
Standard office environment with no unique physical demands

This general outline illustrates the type of work that characterizes the job. The statements in this job description are not intended to be an exhaustive list of all duties, responsibilities and qualifications required of the job.