



Job Title	Senior Manager, Utilities Production	Job Code	FS0438
Pay Plan	A&P	Pay Grade	21
Union	Non-Union	FLSA Status	Exempt
Job Family	Facilities	Union Code	000
		Subfamily	Facilities Administration

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.

Facilities Administration Professionals provide executive leadership to various units within the facilities areas.

Job Summary

Directs and manages all University Utility functions for Chilled Water, Natural Gas, Electricity, Water, Wastewater, and Reclaimed Water. Provides direct oversight for hiring and disciplinary actions. Coordinates long and short-term department plans, goals and objectives. Oversees and provides input to budget and budgetary controls.

Representative Duties

1.
 - Plans, assigns and directs the operations and maintenance of all university commodities and plant generation and distribution that include chilled water, power, natural gas, water, wastewater, utility partner tariffs, agreements and procurement of all regulated and deregulated utilities as well as other related public infrastructure
 - Functions as the Director in his/ her absence, as required
 - Manages the work of staff including coaching staff for improvement and development, training, assigning, reviewing, and evaluating work performance; coordinating activities, maintaining standards, allocating personnel, selecting new employees, acting on employee problems and recommending and implementing employee discipline
 - Assists in the development, implementation and evaluation of department plans, campus master plan, policies and procedures to achieve annual goals and objectives
2.
 - Assists in the development and oversees implementation of multi-million divisional budgets and establishes budgetary controls
 - Identifies and recommends long-range maintenance capital improvements and assists in the preparation of the five-year Capital Improvement Program budget
 - Provides interpretations of designs, plans, specifications, estimates, reports, and recommendations relating university infrastructure and capital renewal
 - Responsible for submittal, administration and coordination of all interconnection and new construction expansion
 - Prepares scope of work for bids, provides recommendations for bid evaluation and award, negotiates and administers contract awards

Education, Experience, Skill Requirements

	Required	Preferred
Education Level	Bachelor's	Master's
Certification(s)		
Licensure(s)		
Work Experience		
6+ years of relevant work 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.