Title: Facilities Automation Systems Engineer

Pay Scale Group: 19

Essential Function
Under general supervision from a designated administrator, responsible for the installation, operation, and maintenance of control or electrical systems. Provide training and support of plant personnel, electricians and/or HVAC technicians with regards to control systems.

Characteristic Duties
• Review system design and programming performed by outside contractors.

• Originate and maintain documentation of all system installations including wiring diagrams, sequence of operations, and programs.

• Provide engineering of system networks.

• Develop and implement system wide alarm and user account management.

• Initiate and accomplish systems diagnostic efforts, power quality monitoring and plant operations.

• Replace failed system components and upgrade obsolete control panels

• Coordinate the installation, testing, calibration, maintenance and repair of all makes and types of utility metering devices for the university.

• Investigate billing, power quality and measurement-related complaints and correct malfunctions.

• Develop trend reports and review data to verify proper system operations.

• Complete utility projects as directed.

• May provide direct supervision to exempt and/or non-exempt staff (e.g., hiring/firing, performance evaluations, disciplinary action, approve time off, etc.).

• Perform related duties based on departmental need.

Minimum Qualifications
• Bachelor's degree with three (3) years experience; -OR- Associate's degree with five (5) years experience; -OR- seven (7) years experience. Degree must be related. Experience must be related and may require at least one (1) year supervision.

Last updated: June 2012