

Lead Building Engineer Job description

The Lead Building Engineer is responsible for the operation and maintenance of all building equipment and reports directly to the Senior Property Manager.

Essential Duties and Responsibilities

- Lead and coordinate work with building maintenance staff.
- Coordinate the maintenance, operation, and repair of all HVAC, electrical, and plumbing installations.
- Ensure buildings are in compliance with all local, state and federal safety requirements.
- Oversee and c-ordinate with vendors and contractors for necessary maintenance and repair work.
- Conduct performance assessments of building systems and suggest improvements as necessary.
- Guarantee effective energy usage of all assigned properties.
- Oversee and maintain HVAC equipment to include Roof Top Units (RTU's), VAV systems, split systems, etc.
- Monitor and adjust all mechanical equipment to provide a comfortable environment for the buildings.
- Verify field conditions of all building-related equipment and perform any necessary repairs or adjustments or oversee 3rd party vendors if required.
- Ability to Utilize and monitor Building Automated System (BAS).
- Repair doors, ceilings, hand railings, floors and other general repairs, adjustments and installations around the property.
- Perform repairs to plumbing fixtures (water closets, urinals, flush valve assemblies, lavatories, etc.).
- Assist Senior Property Manager with oversight of tenant improvement construction to include review of prints prior to construction, collaborating with contractors throughout the build process and provide detailed punch list.
- Manage preventive maintenance duties in accordance with manufacturers' recommendations and industry best practices to include changing filters, cleaning coils, greasing fan, pump, and motor bearings as required. Scheduling of all preventative maintenance inspections and other required repairs as directed

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability.

- Excellent communication and leadership skills with supervision experience over maintenance personnel
- Familiarity with laws, regulations, and standard operating procedures in the building operations field
- Basic computer skills in Outlook, Excel & Word
- Ability to operate CMMS Computerized Maintenance Management System (Angus, Workspeed, etc.)
- Knowledge of Tenant Improvement construction processes and oversight
- Ability to read and understand building and tenant construction documents to include O&M manuals, test and balance reports, etc.
- Experience in operations, maintenance and basic repair of HVAC systems to include Roof Top Units and VAV systems and all components.
- Excellent communication and leadership skills with supervision experience over maintenance personnel
- Familiarity with laws, regulations, and standard operating procedures in the building operations field
- Basic computer skills in Outlook, Excel & Word
- Ability to operate CMMS Computerized Maintenance Management System (Angus, Workspeed, etc.)
- Knowledge of Tenant Improvement construction processes and oversight
- Ability to read and understand building and tenant construction documents to include O&M manuals, test and balance reports, etc.
- Experience in operations, maintenance and basic repair of HVAC systems to include Roof Top Units and VAV systems and all components.

Experience / Education

- At least ten (10) years of experience as a Building Operating Engineer or in a similar capacity in operating mechanical, electrical, and plumbing systems in a commercial property setting.
- High School Diploma or GED Equivalent

Language Skills

Abilities to read, analyze and interpret general business periodicals, professional journals, blueprints, schematics, technical procedures or governmental regulations. Ability to write repairs, business correspondence. The employee should also be able to effectively present information and respond to questions from groups of managers, clients, customers and the general public.

- Ability to speak clearly so others can understand. Communicate regularly with tenants, vendors and ownership representatives.
- Ability to read and understand information presented orally and in writing.

Mathematical Skills

Abilities to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rates, ratios and percents. The employee should also be able to draw and interpret bar graphs.

Certificates, Licenses, and Registrations

- State Driver's License is required.
- Maintain current City of San Antonio Electrical Trades Permit

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must have ability to stoop, stand, climb, frequently lift a minimum of 50 lbs. or less of equipment (pumps, tools, ladders) in a safe manner.
- Regularly required to crouch and reach to install/move equipment by bending forward at the waist or by bending legs and spine.
- Involves movement between floors, and properties to facilitate work.

Job Type

- Full-time in Person
- Monday – Friday
- ON-Call (shared)

Please submit all resumes to David Sandoval at desandoval@endurasa.com.