

- n. Works in coordination with various departments especially sister departments in Facilities for the smooth operation of the facilities under his custody.
- 3. Work Contacts:**
Regular contact with Departments Heads, Faculty and staff at all levels to exchange information, discuss and coordinate work. Frequent contact with outside contractors and suppliers.
- 4. Independence of Operation:**
Reports to the Director of Physical Plant.
Works according to established policies and procedures, seeking guidance as needed. Completed work is subject to general review.
- 5. Supervisory Responsibility:**
Direct supervision of building trades technicians and contractors.
- 6. Physical Effort:**
Slight physical effort involving walking, standing, climbing stairs, minimal lifting; approximately 80% of working time.
- 7. Work conditions:**
Clean and pleasant indoor environment with exposure to prevailing weather conditions when on inspection rounds in various facilities and structures.
- 8. Minimum Qualifications:**
 - a. University Degree in an Engineering field preferably Mechanical or Electrical.
 - b. 5 years experience in Operation & Maintenance management of educational facilities, office building, ...etc
 - c. Experience in Building Management Systems (BMS), Computerized Maintenance Management Systems (CMMS) and central HVAC systems including centrifugal and absorption chillers.
 - d. Understanding of energy management best practices and overall systems optimization.
 - e. Good knowledge of English.

Compiled by:

Date:

Approved by:

Date: