EastBanc

# Chief Engineer

*Job Description*

EastBanc Inc., a Washington, DC-based international development firm, is filling a position for an experienced Chief Engineer to oversee a Class "A" Office Building. EastBanc specializes in the development, construction and tenant service of luxury residential, retail and mixed-use projects and, trophy/"Class A" office buildings (including a current pipeline of over one million square feet of development). This position is responsible for a variety of complex functions while working under the direction of the Property Manager. Responsibilities will include (but not be limited to) the following:

- Manage the daily operation, maintenance and repair of all building systems and equipment
- Formulate, plan and arrange systems updates and preventive maintenance programs
- Oversee and direct engineering staff including the development of work schedules, training programs, etc.
- Provide hands-on service to ensure peak operation and maintenance of building systems
- Maintain up-to-date building plans, design information and equipment specifications
- Secure and maintain any permits or licenses required by law or code
- Prepare for Property Manager's review, all Requests for Proposals for services to be performed
- Supervise contracted maintenance and service vendors
- Develop, implement and maintain energy conservation programs
- Maintain up-to-date building plans, design information, equipment specifications, operating manuals, and other pertinent documentation
- Assist in the preparation of the monthly operating report, annual budget and capital improvement programs
- Provide on-call support for after hour issues that may arise within the facility. Position is considered part of the essential personnel to the asset.
- Demonstrate and maintain Outstanding Customer Service in all areas of responsibility including those of subordinates
- Maintain knowledge of applicable municipal building codes. Exhibit familiarity with OSHA, NEC, NFC and Life Safety Codes

**DESIRED SKILLS & EXPERIENCE**

The applicant should be a self-starter who is detail-oriented, hard-working, and who always has the "big picture" in mind. He/she should be creative and a problem-solver who is passionate about building systems and their integrated components. Due to the quality of EastBanc's products, the applicant should also possess the following skills:

- Qualified candidate will have 8 to 10 years' prior experience in engineering management, commercial building operations and maintenance. Candidate must have knowledge of energy management techniques, plant operations, building systems operations, repair and maintenance, and familiarity with security operations, cleaning procedures, emergency and general building procedures. Be able to demonstrate organizational skills, attention to detail, ability to use time efficiently, proficiency at problem solving, ability to supervise other on-site personnel, common sense and good judgment.

- D.C Third Class Steam Engineers License Required and computer proficiency a must, specifically Microsoft Word and Excel
- Accredited technical school, military or college certification in HVAC and or Operating Engineering Technologies and/or equivalent job related training and experience
- Universal CFC certification
- Continuing education in the field
- Building Automation/Direct Digital Controls Experience
- Able to climb ladders and work from heights during the normal performance of duties, physically capable of lifting a minimum of 50 pounds or more of equipment and materials