

**JOB OPPORTUNITY
2012 - 02**

POSITION: CHIEF ENGINEER
LOCATION: TD Square/Calgary Eaton Centre
REPORTS TO: Operations Manager

POSITION SUMMARY:

Under the direction of the Operations Manager (or Operations Supervisor), this position oversees and directs the work of a team of in house Building Engineers to ensure the proper operation and maintenance of all building HVAC systems in a multi-use project comprising approximately 3.1 million sq. feet of Office and Retail space.

With the assistance of an Assistant Chief Engineer, assignments are delegated via **Operations Manager/ Supervisor / Angus Property Management System**. This position is also required to guide and supervise outside contractors, as may be required by specific work assignment.

Primary Responsibilities:

Supervise in the operation and daily inspection of all HVAC, mechanical, electrical, telecommunication, life safety and lifting device equipment to ensure efficient performance. Perform minor repairs and adjustments as needed. Supervise in the daily tests and maintains records for chemical treatment of all fluid systems.

Supervise in the monitoring of chilled, condenser, steam and hot water systems, checking pressure and temperature gauges.

Monitor the Energy Management System and make adjustments as necessary.

Supervise with the contractors, maintenance and control of wet and dry sprinkler systems. Co-ordinate with the Security Department, monitoring company and contractors in draining and refilling sprinkler systems as required.

Supervise and document the Test running of the emergency generator as per schedule.

Supervise and assist with the monitoring and control of all life safety equipment including the fire alarm and sprinkler systems, fire hydrants, standpipe connections, fire doors, etc.

Monitor all tenant calls regarding heating, cooling problems & building emergencies (i.e. water leaks); co-ordinate same with the tenant to ensure proper repair is being completed on a timely basis.

Supervise the seasonal shutdown/startup of heating systems, chillers and cooling towers.

Manage the Utility metering program

Manage the water, gas and electricity invoices

Supervise the winterizing of all common area air-handling units including draining and anti-freeze treatment.

Supervise in the cleaning of return air grills for air-handling units.

Review the engineering log of daily activities for accuracy while on shift.

Be available for on call in emergencies

Secondary Responsibilities:

Review the recorded makeup water meter readings & utility consumption for those with check meters

Work with contractors on scheduled diagnostic and periodic legislative tests/inspections of building systems and related equipment to ensure reliability.

Organize and maintain operations storage and workshop area.

Review all pertinent studies and reports pertaining to new technology which may result in efficiencies and or be cost effective.

Coordinate and supervise all contracts and contractors as outlined by Operations Manager.

Engineering Staff scheduling.

Supervise the engineering response to service requests as dispatched by Angus Anywhere and CEC/TD Service Centre.

Respond to tenant and customer requests/concerns.

Supervise and track the preventative maintenance tasks as may be prescribed for office/retail properties.

Identify and correct building deficiencies, and/or report to the Operations Manager.

Assist in identifying and developing more efficient building operating procedures and standards.

Assist other 20 VIC departments as directed.

Other Job Functions:

Boilers/Supporting Equipment - Operate to approved specifications.
Chillers/ Supporting Equipment - Operate to approved specifications.
HVAC Fans - Operate to approved specifications.
UPS System - Monitor to approved specifications.
Electrical High Voltage and Systems and Emergency Generator - Monitor to approved specifications.
Electrical Secondary (non-critical) - Monitor to approved specifications.
Train all inexperienced mechanical technicians to run all mechanical and electrical systems in support of building operations.
Shift Scheduling - Provide scheduled coverage on all shifts that give coverage yet strive to reduce overtime.
Supervise/coordinate tenant fit-up work and building construction projects.

Minimum Qualifications (including physical requirements):

Completion of BOMA fourth class Operator's certificate program and a minimum of 5 to 7 years of directly related hands on experience.
Mechanically inclined with proven expertise in performance of Preventative Maintenance and ability to trouble shoot if reactive maintenance is required including: HVAC, electrical, fire alarm panels, Sprinkler Systems, Emergency power generators, Waste Compactor equipment, etc and ability to read related drawings.
Must be familiar with Green building rating systems and associated duties: LEED-EB, BOMA Best or equivalent;
Must be familiar with energy management best practices associated program requirements;
Familiar with Provincial Health & Safety Legislation (i.e. WHMIS, Occupational H&S Act).
Proven supervisory and staff development skills;
Good English communication skills (written and oral);
Tendering and budgetary experience;
Good interpersonal and communication skills dealing with tenants, service contractors and suppliers.
Ability to prioritize workload of self and staff;
Proven ability to delegate work assignments and provide feedback of results;
Physically fit enabling reasonable lifting, pushing, pulling, climbing, walking.
Ability to work a 40 hour week;
Must be bondable and able to present a clean criminal clearance check.
On call for emergencies on a rotational basis

If you, or anyone that you know of, are interested in applying for this position, please forward your resume, not later than January 31st, 2012 to:

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