Personnel Order 2015-04

October 9, 2015

Amendment to Class Specification

The University of New York plans to promulgate the following changes to the Classification Plan of the Classified Service:

Revision of the following specification of an existing Competitive Title:

Senior Stationary Engineer 04916

This title was last reviewed and revised July 8, 2003. This revision is a result of a job description review, removing the requirement of an Air Pollution Certificate issued by the Department of Environmental Protection. This certificate is no longer issued.

Pay range and contractual representation have not changed as a result of this specification revision.

To comply with contractual requirements, the revised specification must be posted in appropriate College locations for thirty (30) days.

Gloriana B. Waters
Vice Chancellor for the Office of Human Resources Management
THE CITY UNIVERSITY OF NEW YORK
Classified Civil Service Position Description

Title Senior Stationary Engineer (CUNY)
Title Code 04916
FLSA Status Non-Exempt
Date Issued R July 08, 2003
Date Revised October 9, 2015

General Duties and Responsibilities

Under direction, is in responsible charge of the operation, maintenance and repair of all utilities in public buildings and of a steam power plant, chiller plant, fire protection systems, swimming pool or indoor tennis courts; performs related work.

General Work Tasks

- Takes responsible charge of the operation, maintenance, testing and repair of plant equipment such as boilers, furnaces, refuse incinerators, pumps, fans, engines, turbines, generators, electrical equipment, heating and ventilating equipment, air conditioning and refrigeration systems, etc.

- Operates and/or supervises the operation of control consoles for building management and boiler management systems.

- Troubleshoots problems with computerized controls, determining the source of the malfunction and taking necessary steps to resolve the problem.

- Is in responsible charge of operation, maintenance and repair of mechanical, electrical, and plumbing equipment in University buildings.

- Supervises assigned personnel.

- Trains staff in the operation, maintenance and use of equipment and systems.

- Prepares work schedules and directs the assignment of personnel.

- Working within budgetary guidelines; plans, allocates and maintains inventory and supplies for preventative and emergency maintenance needs.

- Prepares equipment and material requisitions, including specifications and vendor bids required for operation, maintenance and/or repairs.

- May operate scope of work for vendor contracts.

- Directs and evaluates studies of operating procedures for plant operation and maintenance.

- Participates in the review of DASNY plans for new and/or rehabilitation construction projects providing comments and recommendations.

- Determines and directs work procedures and prioritizes work in response to changing needs.

- Ensures compliance with all jurisdictional codes.
- Reads plans and blueprints.
- Keeps records and writes reports.

Qualification Requirements

1. One (1) year of full-time experience as a Stationary Engineer in charge of a high pressure plant supervising subordinate staff in the operation, maintenance and adjustment of high-pressure boilers; or

2. A valid License for High Pressure Boiler Operating Engineer issued by the New York City Department of Buildings.

NOTE:

At the time of appointment eligible will be required to possess a valid Certificate of Qualification for Refrigerating Machine Operator (Unlimited Capacity) issued by the New York City Fire Department. The license and certificate must be presented to the appointing officer at the appointment interview. In addition to the aforementioned license and certificates an eligible may also be required, depending upon the individual needs of the College, to obtain a valid Certificate of Fitness including a Standpipe Certificate, Automatic Sprinkler Certificate, and Interior Fire Alarm Certificate issued by the New York City Fire Department, a Pool Operators certificate issued by the New York City Department of Health and a Technician Recovery Certificate issued by the Department of Environmental Protection within 90 days from the day of appointment.

Direct Lines of Promotion

FROM: Stationary Engineer (CUNY) (04915)
TO: None

Senior Stationary Engineer (04916)