

		ISSUED: 9/2013
TITLE: BAS Engineer	SALARY SCHEDULE:	CLASS CODE: OE606
UNION: Operating Engineers	SALARY GRADE:	EEO CODE: 60
	FLSA: Non-exempt	EMPLOYEE CLASS: OE

POSITION PURPOSE

This Building Automation Systems (BAS) Engineer is a hands on working member of the FP&M Command and Work Control Center. Along with the Central Engineering Team the position reports to the Command Center's Associate Director and work with and support the Manager of FP&M Support Service and Service Center staff. The position focuses on monitoring and controlling building mechanical system operational performance via Siemens and Honeywell Building Automation Systems and assisting Stationary Operating Engineer and Trades staff in implementing related work orders for service calls and preventive maintenance.

ESSENTIAL JOB FUNCTIONS

- Relative to each buildings BAS program, sequence of operation, and points of equipment control, continuously monitor building and mechanical system performance to confirm conformity to required operational parameters. Initiate and assist in dispatching maintenance staff or the creation of a scheduled maintenance work order via TMA to correct conditions observed that are outside the limits of required operational parameters.
- Coordinate with Engineering and/or Trades staff in the implementation of service call, scheduled, or preventive maintenance work orders, effectively operate and control related equipment points via the BAS's to temporarily modify established programs to diagnose equipment operations problems, facilitate repairs, and to return to and confirm normal corrected operations.
- Establish and re-establish appropriate BAS alarm points that will notify Command Center staff and field staff devices of a need to respond and take corrective action. Initiate or create TMA work orders in response to alarm actions.
- Evaluate BAS applications and propose appropriate modifications and expansion to improved building operational performance and energy efficiency.
- Recommend BAS design and construction standards for application to new construction or renovation projects. Proactively engage in design reviews and construction commissioning to ensure compliance with established standards.
- Provide training and information to department Operating Engineers and Trades personnel regarding details of building automation systems on matters including building equipment sequence of operation, points of control, and established operational parameters to ensure staff knows and understands building operation and performance expectations.
- Create BAS point control programs and equipment sequence of operations to support new construction and renovation projects.

- Assist the Command Center staff in determining work order crew assignment and priority. Using TMA, initiate work order creation, finishing, completing and inputting field comments. Provide input on the preparation of work schedules.
- Maintain a daily log of all adjustment made to BAS control point of programs. Through daily shift notes ensure effective communication to Associate Directors and Engineering staff regarding disabled or modified control point programs. Ensure communication of related lock-out tag-out activities.
- All BAS Engineers are considered to be “Essential Personnel”, and are required to report to work during their normal schedule during a University emergency closure period.
- Perform related work as assigned.

THIS DESCRIPTION IS INTENDED TO INDICATE THE KINDS OF TASKS AND LEVELS OF WORK DIFFICULTY THAT WILL BE REQUIRED OF POSITIONS THAT WILL BE GIVEN THIS TITLE AND SHALL NOT BE CONSTRUED AS DECLARING WHAT THE SPECIFIC DUTIES AND RESPONSIBILITIES OF ANY PARTICULAR POSITION SHALL BE. IT IS NOT INTENDED TO LIMIT OR IN ANY WAY MODIFY THE RIGHT OF ANY SUPERVISOR TO ASSIGN, DIRECT AND CONTROL THE WORK OF EMPLOYEES UNDER THEIR SUPERVISION. THE USE OF A PARTICULAR EXPRESSION OR ILLUSTRATION DESCRIBING DUTIES SHALL NOT BE HELD TO EXCLUDE OTHER DUTIES NOT MENTIONED THAT ARE OF SIMILAR KIND OR LEVEL OF DIFFICULTY.

MINIMUM QUALIFICATIONS

-Position requires possession of a valid 1st Class Stationary Operating Engineer license and 3rd Class Refrigeration license issue by the City of Detroit.

-Certificate of Completion, training in valid program, institution or manufacturer on subjects of applied BAS and Direct Digital Control (DDC) technology or ability to acquire same within 6 months of appointment.

-Ability to read and interpret building and mechanical systems construction documents, diagrams, technical specifications, and operations and maintenance manuals.

-Ability to calmly handle the stress associated with multiple priorities and tasks.

-Ability to become a proficient operator of TMA within 6 months of appointment.

-Effective written and oral communication skills.