**Class Summary**

The responsibilities of this classification include assisting in day-to-day activities in the operation, maintenance, repair, and overhaul of transit facility heating, ventilation, air conditioning (HVAC), refrigeration, energy management, and related building systems, and equipment under the supervision of the Chief of the Building Operating Engineer workgroup.

**Distinguishing Characteristics**

This is the first of a three-level Building Operating Engineer classification series. Incumbents gain experience in this classification and are assigned increasingly responsible work and work more independently in areas where they have demonstrated skill as they learn all aspects of maintaining heating, cooling, and ventilation systems. Work is performed independently under the general supervision of Transit Building Operating Engineers, Transit Building Operating Engineer – Leads, and a higher-level facility maintenance supervisor.

**Examples of Duties**

*All duties below are performed in conjunction with or under the general supervision of a Transit Building Operating Engineer or Transit Building Operating Engineer – Lead.*

1. Maintain, repair, and overhaul varied HVAC systems, components and auxiliary equipment; troubleshoot and repair equipment including refrigeration units, water coolers, split systems, direct/indirect gas fired rooftop units, boilers, chillers, heat pumps and mixing boxes and similar equipment.
2. Adjust, troubleshoot, and repair pneumatic, electronic and line voltage circuits; troubleshoot and repair electrical control circuits for all types of HVAC equipment.
3. Operate facility automated control system and digital control devices; locate system problems and initiate corrective actions; utilize remote access connections to ensure ongoing and effective energy management.
4. Perform water tests and chemically treat boiler, condenser, and chilled water systems; perform routine overhaul and repair of boilers; maintain replacement schedule, install and dispose system filters.
5. Maintain cleanliness of mechanical rooms; maintain and ensure all tools and equipment are in proper working order.
6. Perform other duties as assigned.

**Knowledge/Skills**

Knowledge of the principles, practices, techniques, tools, and equipment of the building operating engineer trade

Knowledge of safe moving and lifting practices, occupational hazards, and safety requirements

Skill in providing excellent customer service

Skill in verbal and written communication

Ability to attend required apprenticeship classes on weekdays, nights, weekends, and holidays

Ability to work in adverse weather events or other emergencies

Ability to effectively engage in and sustain relationships with people from diverse cultures and socio-economic backgrounds

Ability to work independently and as a team member

Demonstrated proficiency with business applications, such as Microsoft Office suite and permitting software

**Education and Experience Requirements**

Any combination of education and experience that clearly demonstrates the ability to perform the job duties of the classification

**Licensing, Certification and Other Requirements**

Valid Washington State Driver License

Some licenses, certifications, and other requirements determined to be necessary to meet the business needs of the employing unit may be required.

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| **FLSA Designation** | Non-Exempt |
| **Service Status** | Career Service |
| **EEO Code** | 7 |
| **Levels within same series** | Transit Building Operating Engineer – Apprentice,  Transit Building Operating Engineer  Transit Building Operating Engineer – Lead |
| **Class History** | Created – 8/2019 |