UNIVERSITY OF RHODE ISLAND

Position Description

TITLE: Utilities Engineer

DIVISION: Business and Finance

REPORTS TO: Director, Facilities and Operations

GRADE: 15

SUPERVISES: Recycling Coordinator, Technical, and Maintenance Personnel

BASIC FUNCTION:

Provide technical management of the URI utilities systems and recommendations on the daily operations of those systems. Provide technical review of all URI design and construction projects and make recommendations on the utility equipment and systems specified. Oversee the contract for the operations and maintenance of the University's central steam generating facility on the Kingston Campus. Manage the operation and maintenance of the main steam/condensate distribution system and the fuel-fired boiler and steam generating units serving individual buildings. Develop requirements for utility work by commercial contractors and review their work for satisfactory performance. Perform limited engineering, planning, analysis. Manage the University's utilities budget to include fuels and electrical procurement program. Oversee the operations, maintenance, testing, and compliance of the University’s water system and the procurement of water from other suppliers. Establish guidelines, policies and necessary standards for utility systems.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Responsible for the administration and management of the contract for operation, maintenance, repair, and improvement of the 230,000 lbs./hour main high pressure central steam heating plant at the University of Rhode Island, furnishing steam to over sixty-three buildings for heating, hot water, cooking, laboratory uses, and central air conditioning. Included are the auxiliary pumps, steam lines, valves, controls, compressors, blowers and related equipment and structures.

Similarly responsible for nine outlying heating steam boilers on the Kingston Campus and for the operation and maintenance of thirty-seven individual heating plants burning natural gas or #2 fuel oil on three campuses.
Responsible for the operation and maintenance of the main steam/condensate distribution system on the Kingston Campus up to the interconnection with building interior circulation systems including valve pits and main and building condensate return pumping stations. Responsible for regular inspections, and the implementation of a building trap maintenance program.

Plan and supervise work of subordinates and review their work in process and upon completion. Handle personnel and administrative matters relating to assigned personnel. Be on continuous call and make, on occasion, emergency operational decisions involving personnel.

Responsible for regular interaction with the contractor for the Central Steam Plant and for associated University budget requirements. Performs regular inspections and reviews operating procedures, fuel management, maintenance and repair, record keeping, reporting, and invoices for payment to the contractor.

Formulate and implement improvements to effect economical, efficient and safe operations of all utilities. Maintain effective machinery history, adequate logs and records.

Responsible for University fuels and electrical service acquisition. Maintains records of daily fuel consumption and projection of electrical consumption. Provides technical management of utility budgeting and allocations, capital improvements, and other related engineering matters. Perform similar duties for other State agencies.

Responsible for operating oversight of the three 30 Acre Pond water pumping stations and the 1 million gallon storage tank. In conjunction with the Maintenance and Repair Department, oversee the general daily operational performance of the Kingston Campus water system, including compliance with State and Federal laws and regulations.

Manage the University's recycling and solid waste removal programs with the associated contract management.

Perform limited engineering work, planning, analysis and studies. Provide technical support in the field to include developing requirements for work by commercial contractors and reviewing their work for satisfactory performance.

Have engineering cognizance of the facilities and utilities systems on all URI campuses.

Coordinate with public and private utility companies, and neighboring town representatives including: Narragansett Electric, Providence Energy, Towns of South Kingstown and Narragansett, and the Kingston Water District among others.
LICENSES, TOOLS AND EQUIPMENT:

Must have or be able to secure within 6 months a Rhode Island Professional Engineer's License (P.E.) and a valid driver's license. Position utilizes personal computers, printers and word processing, database management, spreadsheet, and graphic arts software.

ENVIRONMENTAL CONDITIONS:

This position is subject to both inside and outside work and extreme cold and hot temperatures can be encountered in this position. The potential exists where noise, vibration, hazards, atmospheric conditions, oils and wearing a respirator might also be encountered. This position must be available for 24-hour call back to ensure supervisory, worker, and or contractor presence in response to utility emergencies, outages, or heating system failures. Requirements include inspection of utility systems in underground and confined spaces.

QUALIFICATIONS:

Bachelor's degree in civil, mechanical or electrical engineering required from an accredited college or university of good standing. Must have, or be able to secure within 6 months, a Rhode Island Professional Engineer's License (P.E.). Must have a minimum of 5 years' cumulative experience in one or more of the following areas: operation and maintenance of large steam engineering plants, steam boilers and auxiliary equipment; engineering experience with water, gas, electric and sewer systems; plumbing, steamfitting and boilermaking; experience with utility commodity acquisition, fuels management, and energy management; contract management experience in some or all of the aforementioned areas. Must possess the following: ability to manage personnel effectively, including giving appropriate assignments and instructions to employees, and supervising the performance of their work; ability to maintain the essential records and files of personnel, equipment, material and fuels.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.