Position: Chief Building Engineer  
Reports to: Director of Building Engineering

Summary:
The Chief Building Engineer is responsible for daily operations of property portfolio, including HVAC, plumbing, electrical, other mechanical systems, fire and safety systems, LEED and EnergyStar implementation and tracking. This position ensures all mechanical systems are operational and safe, and will work with the Director of Building Engineering to develop and manage yearly repairs and maintenance budgets. The Chief Building Engineer will also help mentor engineering staff and manage vendors to coordinate preventative maintenance, tenant improvements, and special projects.

Responsibilities:
- Provide an exceptional level of customer service to the client
- Available and eager to help training and mentor less experienced Building Engineers, as well as participate in interviews as needed
- Work with the Director of Building Engineering to select vendors and negotiate service contracts as needed
- Oversee vendors and other contractors involved in building maintenance, security and construction projects
- Review and approve construction drawings before work commences
- Track tenant or building improvement projects in line with building rules and regulations and city/state codes
- Responsible for all equipment in buildings and operational efficiency of building’s energy systems
- Track and evaluate electrical and water consumption and tenant bill back
- Create/maintain and oversee building’s preventative maintenance schedule and work completion
- Supervise completion of daily work orders and projects
- Order parts as needed for department
- Ensure buildings are in strict accordance with fire and safety codes
- Evaluate building systems and make recommendations for repairs and replacements when necessary
- Supervise and manage tool inventory and company vehicles used by maintenance staff
- Responsible for hazardous waste management compliancy; work with the Safety Department for best practices
- Work with the Safety Department to make recommendations and manage safety and accident prevention program
- Create procedures and job aides for all equipment
- Assist with developing and managing expense budget for Building Engineering group
- Represent PSF Mechanical in a professional manner in all dealings with owners, architects, vendors, other design professionals, and contractors
- Seek and engage in continued training in order to build technical and managerial strength in the HVAC Design/Build industry
• Perform additional tasks as needed

Desired Skills and Experience:
• Proficient knowledge of Microsoft Word, Excel and Outlook is required
• Demonstrated knowledge of controls, operation, design, repair, preventative maintenance of HVAC systems with respect to; air-balancing, pneumatic instruments, VAV systems, chilled water systems, condenser water systems, and heat recovery
• Basic knowledge of electrical systems; ability to troubleshoot electrical switchgear, transformers, and work with 480 volt, 3-phase power
• Must have thorough knowledge of plumbing systems
• Ability to implement a training program for the maintenance engineering staff in the areas of HVAC, electrical systems and plumbing systems
• Able to work both independently with minimum supervision and in a team atmosphere
• Organized and able to prioritize multiple tasks and successfully meet deadlines
• Able to effectively interact with customers, field staff, co-workers and vendors
• Flexible and able to work with constantly adjusting schedule, priorities, and responsibilities
• Strong verbal, written, analytical, and interpersonal skills

Education and Qualifications:
• High School diploma or equivalent, 2-year Technical accreditation preferred
• 7-10 years experience in property and/or facilities maintenance
• 1-2 years of Construction Management required
• Valid driver’s license and clean driving record
• 3rd Grade City of Seattle Boiler License required
• Washington State 07 Electrical License required
• Universal EPA Refrigerant Handler License required
• City of Seattle Refrigeration Operating Engineer or Mechanics License required

Physical Demands:
• Able to participate in job walk-throughs which include climbing ladders, squatting and other similar physical demands; work requires ability to maneuver in confined spaces 10% of the time and the ability to perform duties at heights 10% of the time
• Work requires walking or standing 85% of the time; 10 of walking is on uneven terrain
• Able to see, hear well (either naturally or with correction) and speak clearly
• Also includes: sitting, standing and bending; repetitive motions of hands and wrists due to frequent computer use
• Must be able to routinely lift up 25 pounds, with occasional lifting of 50-75 pounds
• Must be capable of working extended hour days when job/business needs demand
• Will need to be available for 24x7 on-call rotation

Additional Information
• Type: Full-Time
• Experience: Experienced
• Location: Seattle, WA (Eastlake area)
Compensation: Hourly; we offer competitive wages based on skills and experience, excellent benefits package including: Paid Time Off (PTO), medical, dental, vision, 401(k) with match, pre-tax HSA and FSA accounts, and more. This position is non-exempt from the provisions of the Fair Labor Standards Act.

Equal Opportunity Employment
PSF Mechanical, Inc. is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed within are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

All qualified applicants should send their resume to careers@psfmech.com for consideration. For questions related to this posting, please call our office at (206) 764-9663.