PINELLAS COUNTY SCHOOL DISTRICT, FLORIDA

PCSB: 6845
Pay Grade: E05

FLSA: Exempt
PTS

MECHANICAL ENGINEER

MINIMUM QUALIFICATIONS

Bachelor's degree in Mechanical Engineering, plus three (3) years experience working as an engineer, with one (1) year experience in Direct Digital Control/Energy Management System operation and project management. Required to obtain certification as a Uniform Building Code Inspector, in compliance with State Board of Education Regulations within one (1) year of hire. Possession of a valid state of Florida Class E noncommercial driver's license.

PREFERRED:
Licensed as a Registered Professional Engineer in the state of Florida.

MAJOR FUNCTION

Responsible for accomplishing document plan reviews to ensure that facilities comply with building codes and life safety codes; inspects mechanical, related electrical and control systems; develops technical engineering data for repair, renovations and remodeling. Coordinates, implements and administers the design, installation and maintenance/repair of mechanical, control and related electrical systems for the school district.

ESSENTIAL RESPONSIBILITIES

- Responsible for the review of new construction, renovation, remodeling, day labor and maintenance projects for conformity to the State Uniform Building Code for Public Educational Facilities and PA/E handbook.
- Ensures Direct Digital Control/Energy Management System management, design, installation and maintenance conforms to specifications and standards.
- Responsible for reviewing mechanical Test and Balance reports.
- Responsible for development of technical training requirements for support staff and participation in instructional activities.
- Responsible for the assessment of school facility needs relative to heating, cooling control, and electrical systems, their design, application, equipment, materials and subsequent installation and maintenance.
- Responsible for the coordination, scheduling and supervision of personnel engaged in the installation or replacement of new systems and the maintenance/repair of existing units throughout the facilities in the entire school system.
- Compiles, composes and presents engineering, technical and cost reports for proposed projects involving mechanical and electrical systems as well as subsequent progress status reports.
- Recommends system designs, applications and equipment to support project proposals consistent with cost factors such as schedules, labor and materials.
- Recommends alternative solutions to existing systems in need of alteration, repair or maintenance.
- Responsible for reviewing contracts to ensure acceptable specifications and recommends approval.
- Prepares reports of alterations, sketches of installations which deviate from blueprints and contracts and reports such changes for incorporation on master blueprint or construction report.
- May assist in project/department preparation of budgeting and budget administration of mechanical and electrical system needs as required.
- Ensures inspection of materials, standard practices and work completed for conformance to blueprints and other specifications.
- May assist in the selection of additional or replacement staff members.
- Provides assistance to the Technical Projects Manager by maintaining close liaison and coordination with staff.
- Performs other related duties as assigned.

TERMS OF EMPLOYMENT
Salary and benefits will be paid consistent with the district's approved compensation plan. The district shall establish the length of the work year and hours of employment. *Performance of the job will be evaluated in accordance with the provisions of the school board's policy on evaluation of personnel.* *The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.*
HISTORY OF JOB CLASSIFICATION
BOARD APPROVED: 10/22/80; ISSUED: 11/81 DAM; REVISED: 8/82 PAS; BOARD APPROVED: 9/22/82; REVISED: 6/86 MW; BOARD APPROVED: 8/27/86; MQ'S REVISED: 11/91 PBL; BOARD APPROVED: 3/25/92; MQ'S REVISED: 11/97 PBL; BOARD APPROVED: 1/27/98; REVISED RT, MQ, ER 12/12/23 PT; BOARD APPROVED: 02/27/24;

MECHANICAL ENGINEER

WORKING CONDITIONS & PHYSICAL EFFORT:	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds		X			
2. Lift objects weighing 21 to 50 pounds		X			
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds		X			
6. Carry objects weighing 21 to 50 pounds		X			
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time				X	
10. Standing up to two hours at a time	X				
11. Standing for more than two hours at a time	X				
12. Stooping and bending		X			
13. Ability to reach and grasp objects				X	
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors				X	
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects	X				
19. Proofreading and checking documents for accuracy					X
20. Using a computer to enter and transform words or data					X
21. Using various technology tools					X
22. Working in a normal office environment with few physical discomforts					X
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions	X				
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions	X				
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls	X				
26. Operating automobile, vehicle, or van			X		
27. Other physical, mental or visual ability required by the job	X				