



Job Specifications

Job Title: Mechanical Engineer II
BCAT Code: 452X AG
Pay Grade: G19

Effective Date: April 1, 2007
Revision Date: February 1, 2007
FLSA Status: Exempt

General Description

Provides technical expertise in Mechanical, Plumbing, and Fire Protection matters to the University Community including, but not limited to HVAC, ductwork, piping, controls, energy management systems, fire protection, etc. Reviews engineering proposals, design drawings, written specifications, and shop drawings submitted by consultants and contractors.

Examples of Duties

- Reviews and oversees mechanical designs and shop drawings prepared by contract consultants and contractors for code compliance.
- Participates in the selection and hiring of consultants for preparation of construction documents.
- Provide engineering consultation to Facilities and other departments concerning HVAC, energy management and other mechanical issues.
- Oversees construction of assigned mechanical projects. Assists in providing administration and coordination during construction.
- Assists contractors, Facilities Maintenance & Operations, DC & S Project Managers, Consultants, and city and state agencies in solving problems, which are encountered during construction or day-to-day operations.
- Prepares and manages architectural/engineering consultant design and construction administration contract agreements between University and design professionals and contractors.
- Prepares design and construction capital project budget cost estimates.
- Manages project budgets and scheduling.
- Provides input into determining what projects are to be funded each year.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities

- Knowledge of the construction industry's standards of practice and various codes enforced for construction and good engineering practice.
- Ability to work with confined areas (tunnels and pits).
- Ability to plan work to avoid delays and wasted man-hours.
- Ability to communicate effectively verbally and in writing.
- Ability to work under pressure and handle stressful situations.
- Ability to supervise and direct the work of others.
- Proficient with word, spreadsheets, and database programs.

Minimum GSU Hiring Standards

Bachelor's degree in Mechanical Engineer or Mechanical Engineer Technology and four years of experience; or a combination of education and experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.