



## POSITION DESCRIPTION

Position Title: Power Engineer- Class 4

Division: Facilities

Classification: Power Engineer PW3

Supervisor's Title: Deputy Chief Engineer

### POSITION SUMMARY

The Power Engineer-Class 4 is responsible for the safe and efficient operation and maintenance of the steam plants and ancillary systems across Assiniboine College campuses. This role ensures compliance with the Power Engineers Act of Manitoba, Provincial Codes and industry best practices. In the absence of the Deputy Chief Engineer, the incumbent may be responsible for the entire physical plant operation. The Power Engineer- Class 4 may also serve as the initial point of contact for certain facility-related requests.

### RESPONSIBILITIES AND ACCOUNTABILITIES

- When assigned as Shift Engineer, the incumbent is in charge of operating and the safe care and control of a Steam Plant in accordance with the Power Engineers Act. The incumbent is also responsible for performing daily Guarded Status checks, annual inspections for the boilers, chillers and auxiliary equipment to ensure they operate safely and efficiently.
- Perform corrective and preventive maintenance on various equipment as assigned. Ensure service requests are managed and completed in a timely manner.
- Conduct routine inspections of equipment, identifying issues/problems and taking proactive steps to prevent failures and ensure the equipment operates in a safe and efficient manner.
- Record all readings from meters and gauges related to steam production, fuel consumption, water consumption, and power conservation in the daily engineer's log. Enter daily activities at the campus into the Log Book.
- Responsible for the water testing and treatment; also, for the testing and treatment of the heating and cooling systems throughout the campus.
- Conduct daily inspections of hot water temperatures, heat pumps, circulating pumps, air compressors, and auxiliary equipment. Ensure scheduled testing and recording of readings for the stand-by generator and associated equipment.
- Respond to fire alarms, trace the source of the alarm, and take necessary action to reset the system. Assist in performing regular preventative maintenance on Fire Alarm Systems.
- Familiarize with and comply with Manitoba Fire and Building Codes, including testing Fire Alarm Systems, Emergency Lighting, and Suppression Equipment. Perform required inspections within the scope of expertise and provide reports with troubleshooting advice for qualified service personnel.
- Ensure preventative maintenance and building repair tasks are completed as directed by the Facility Manager or designate.
- Oversees Supervise and provide guidance to Maintenance Assistants, contractors, and any other personnel entering the facility to provide a service. Ensure compliance with working alone policies and security guidelines.
- Assist security and staff with safety-related issues in emergency situations. Communicate building concerns with staff and forward requests to the Facility Manager/Chief Engineer.
- Other duties as assigned

## OTHER RESPONSIBILITIES AND ACCOUNTABILITIES

- This position does not involve direct supervision of staff. However, the incumbent may be required to provide guidance to other employees by demonstrating specific tasks, ensuring quality and quantity standards are met, and offering advice on work procedures.
- The role receives general instructions and direction from the Facility Manager, Deputy Chief Engineer or Engineering Services Manager.
- The incumbent must maintain a strong awareness of the importance of operating the plant in the safest and most efficient manner possible. The incumbent is encouraged to proactively provide suggestions to the Facility Manager, Deputy Chief Engineer, or Engineering Services Manager on improving safety protocols and enhancing system operations.
- This position may involve being on call. The incumbent must remain alert at all times and be prepared to make independent decisions in emergency situations. Emergencies may involve threats to life, property, or security. In the event of an emergency, the incumbent must promptly inform the Facility Manager, Deputy Chief Engineer, and Engineering Services Manager.

## KEY RELATIONSHIPS (attach relevant organizational chart(s))

Staff Positions Directly Supervised	0	
Staff Positions Indirectly Supervised	0	

The incumbent may work with the following:

Assiniboine College Staff & Students, Contractors, Government Services and other positions in which the job entails.

## KNOWLEDGE, SKILLS, ABILITIES, OTHER

### QUALIFICATIONS REQUIRED

- A valid 4th Class Power Engineering Certificate recognized by the Office of the Fire Commissioner.
- A valid Class 5 Manitoba driver's license.
- Ability to travel in Manitoba.
- Experience in operating a Steam Plant and experience in the maintenance and repair of a heating plant and its auxiliaries.
- Experience with associated building trades, building operations, maintenance and repair.
- Experience with computers (including Microsoft Office & related software).
- Experience with Computerized Maintenance Management System (CMMS) preferred.
- Experience with HVAC operations, life safety systems and DDC operations.
- Demonstrated knowledge of steam and hot water boilers, automatic standby power units, a wide variety of pumps, heat exchangers, steam traps, mechanical seals, gas-fired heating units, chiller operations and maintenance, electrical and fire alarm systems.
- Must be familiar with basic power tools, hand tools and testing equipment.
- Must be knowledgeable with all applicable legislation, codes/regulations & acts and college policies.
- A basic mechanical background is preferable and an ability to accomplish sophisticated mechanical tasks accurately is mandatory.
- Ability to assist trades persons.
- Must be physically capable of performing the required duties of this position including crouching, sitting, medium & heavy lifting, climbing, wearing of Personal Protective Equipment, working at heights and confined spaces
- Ability to work alone and make applicable decisions.
- Must be able to work shift work, weekends and holidays.
- May be required to be on call.

Employee's Signature

Date

Supervisor's Signature

Date