### EMPLOYER JOB ORDER FORM

**EMPLOYMENT CONNECTION**  
1879 Senter Road, Door 10  
San Jose, CA 95112  
(408) 758-3797  
ecstaffing@ssa.sccgov.org

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>JOB ID</th>
<th>OPEN DATE</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities Engineer (North SJ)</td>
<td>18561</td>
<td>04/07/2020</td>
<td>San Jose</td>
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</tbody>
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<thead>
<tr>
<th>HOURS/WEEK</th>
<th>SALARY</th>
<th>WORKDAYS</th>
<th>SHIFT/HOURS</th>
<th>REQUIRED FOR POSITION</th>
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</thead>
<tbody>
<tr>
<td>40</td>
<td>$25 - $37.00</td>
<td>Monday - Sunday</td>
<td>Varies</td>
<td>Drug Screen, Background Check</td>
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<thead>
<tr>
<th>REQUIRED EDUCATION</th>
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<tr>
<td>None</td>
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### JOB DESCRIPTION

You are a facilities operations team member and will be responsible for contributions towards the delivery of operation, maintenance and repair of building facilities, and their respective HVAC, mechanical, electrical, fire protection / fire suppression and customer related infrastructure systems as directed by Facilities. MUST have EPA Certificate OR CFC Certification AND HVAC Certification

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Perform maintenance/engineering tasks as required in scope of work.
- Adhere to Standard Operating Procedures and safety procedure and ensure compliance by vendors, customers, and other parties.
- Wear appropriate Personal Protective Equipment and ensures that contractors are suited appropriately for the work being performed.
- Recommend/implement improvements for the preventive maintenance program on an on-going basis.
- Coordinate maintenance efforts with outside contractors, vendors, customers and other parties.
- Responding to service calls
- Being on call
- Maintain positive communication with customers, owners, property management, contractors and vendors.
- Assist in the development and operation of a capital budgets
- Coordinate development of and/or maintain as-built drawings and other building documentation.
- Respond to emergency situations (fire protection, evacuation and equipment failures etc.) to include customer concerns in a timely manner to eliminate and/or minimize possible downtime.
- Track inventory of critical spare parts to ensure adequate stock is maintained at all times.
- Ensure compliance with applicable codes (OSHA, NFPA, NEC, ASHRAE and others as applicable), government agencies and company directives as related to building equipment upgrades, retrofits, build-outs, maintenance and operations.
- Oversees all building systems including fire protection/life safety, plumbing, HVAC and electrical infrastructure equipment, UPS’s, PDU’s, Generators, ATS’s, and other equipment associated with supporting the building.

- Must have working knowledge of Generator systems and transfer switches, UPS systems, and CRAC HVAC equipment, Cooling towers, pump repair, refrigeration compressors, centrifugal compressors, as needed. Perform tests and servicing of water systems, perform repairs to plumbing systems, knowledge and ability to Start and Stop all Central Plant and Central Control Equipment and Systems.

### 3 TO 5 KEY SKILL SETS REQUIRED

- Must have working knowledge of Generator systems and transfer switches, UPS systems, and CRAC HVAC equipment, Cooling towers, pump repair, refrigeration compressors, centrifugal compressors, as needed. Perform tests and servicing of water systems, perform repairs to plumbing systems, knowledge and ability to Start and Stop all Central Plant and Central Control Equipment and Systems.