

**B. C. HOUSING MANAGEMENT COMMISSION**

**JOB DESCRIPTION**

**Location:** Lower Mainland      **Reference No:** **XX**  
**Date:**      **Job Title:** **Shift Engineer**

***PRIMARY FUNCTION:***

To operate and maintain a central heating plant and related equipment and monitor heating and air conditioning systems for various buildings.

***JOB DUTIES AND TASKS:***

1. Operates and maintains a heating plant safely and efficiently:
  - (a) Operates and maintains machinery and equipment such as condensate polisher, chemical pumps, emergency generators and air compressors
  - (b) Monitors all pressure gauges and water levels to ensure the safe and efficient operation of the power plant
  - (c) Records boiler activity and logs changes to equipment
  - (d) Performs tests for boiler water and condensate water and applies chemicals as required
  - (e) Monitors fire and security systems and responds to alarms
  - (f) Maintains, monitors and adjusts H.V.A.C., Client Comfort Systems and Energy Management Control Systems for various buildings
  
2. Other Related Duties:
  - (a) Prepares and prioritizes maintenance schedules
  - (b) Maintains the cleanliness of boiler plant
  - (c) Provides input into budget process by recommending purchases
  - (d) Provides instruction and direction to co-workers and assistants working on machinery and equipment in the heating plant

***SUPERVISION/DIRECTION RECEIVED:***

Immediate Supervisor

***SUPERVISION/DIRECTION EXERCISED:***

Provides formal instruction and direction to co-workers and assistants working on machinery and equipment in a heating plant

***PHYSICAL ASSETS/INFORMATION MANAGEMENT***

Responsible for the safe operation and full maintenance and repair of steam plant equipment and machinery. Maintains and monitors HVAC and CSS and Energy Management Control Systems.

***FINANCIAL RESOURCES:***

Signs for receipt of goods. Purchases goods for the steam plant as required.

*The above statement reflects the general details considered necessary to describe and evaluate the principal functions of the job identified, and shall not be construed as a detailed description of all the work requirements that may be inherent in the job.*