



JOB DESCRIPTION

Job Title:	Chief Boiler Engineer	Pay Grade:	10T
Department:	Building-General	Reports to:	Facilities Manager
Status	Exempt/Salary	Revision Date:	February 10, 2020

SUMMARY: This position is responsible for the operation of the Power Plant.

DUTIES AND RESPONSIBILITIES:

- Perform required duties to handle boiler and machinery; make repairs and adjustments when necessary.
- Change oil burner tips; packing pumps; blow down boiler tubes; adjust boiler contacts panels; periodic oil and lubrication service; add pipe insulation; paint and color code pipes.
- Periodically overhaul feed or circulating pump valves according to prescribed schedule. Turn on bypass lines or auxiliary equipment to prevent service disruption.
- Perform water test analysis and add necessary feed water compounds to boilers as required. Add anti-rust chemical to steam system. Keep inventory of supplies and reorder through the Maintenance department.
- Exchange required operating procedures and conditions to Fireperson as required.
- Notify manager of any operating difficulties or off-standard conditions which may develop.
- Train company firepersons in procedures of operating and maintaining the boiler and machinery room equipment.
- Responsible for the direct communication with City, State and Federal contacts.
- Ensure operating performance is maintained for the maximum efficiencies of the Boilers, Energy Management Systems, H2O treatment, Hydraulic Systems, Compressed Air Systems and Wastewater Treatment Systems.
- Maintain necessary records as required.
- Manage the performance and daily activities of Boiler Room Firepersons.
- Ensure that Massachusetts Second Class Engineer license is current and maintain compliance with City, State and Federal requirements relative to Boiler Room equipment and Wastewater Treatment System.
- Perform other duties as assigned or directed.

SUPERVISORY RESPONSIBILITIES:

- Responsible for the performance and daily activities of Boiler Room Firepersons.

EDUCATION & EXPERIENCE

- High School diploma or GED; or 1 to 3 months related experience; or equivalent combination of education and experience.
- Must have trained in craft equivalent to a completed apprenticeship or high school plus two years of technical college.
- Must have a Massachusetts Second Class Engineer license.

QUALIFICATIONS:

- Must have good oral and written communication skills in English as well as interpersonal skills.
- Must also have excellent math, problem solving and analytical skills.
- Must have leadership and project management skills.
- Must be able to use computer and related software (i.e. MS Word, Excel, Outlook, PowerPoint, and SAP).

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Work environment consists of Boiler Room area where they may be exposure to noise, heat, smells, and chemicals.
- Work in wet or humid conditions (non-weather) 1/3 to 2/3 of the time.
- Work near moving mechanical parts 1/3 to 2/3 of the time.
- Work in high, precarious places 1/3 to 2/3 of the time.
- Exposure to fumes or airborne particles 1/3 to 2/3 of the time.
- Exposure to caustic chemical up to 1/3 of the time.
- Exposure to extreme heat (non-weather) up to 1/3 of the time.
- Risk of electrical shock up to 1/3 of the time.
- Moderate to loud noise up to 2/3 of the time.

Annual Testing			
X	Hearing Test		
X	Respirator Fit Testing		
X	Vision Test		
Vision Requirements			
	Close Vision (clear vision at 20 inches or less)		Ability to adjust focus
	Distance Vision (clear vision at 20 feet or more)		Other: (specify)
X	Color Vision (ability to identify & distinguish colors)		No special requirements
Personal Protective Equipment Required			
X	Safety Glasses	X	Protective Clothing: coveralls (as needed)
X	Hearing Protection	X	Safety Shoes
X	Respirators		Other (please specify)

Physical Demands	Amount of Time Spent			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Standing		X		
Walking		X		
Sitting		X		
Use hands to handle or touch			X	
Use fingers to pinch or grasp			X	
Reach above shoulders			X	
Climb or balance			X	
Stoop, kneel, crouch or crawl		X		
Talk or hear				X
Smell or Taste		X		
Use foot/feet to operate machine	X			
Weight of material to lift	Time Spent			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Up to 10 pounds		X		
Up to 25 pounds		X		
Up to 50 pounds		X		
Up to 75 pounds	X			
More than 75 pounds	X			

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Weight of material to push or pull	Time Spent			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Up to 10 pounds		X		
Up to 25 pounds		X		
Up to 50 pounds		X		
Up to 75 pounds		X		
More than 75 pounds	X			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Repetitive Motion	X			
Tools or Equipment Used	Time Spent			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Travel Required	% of Time			
	Domestic	0%		
	International	0%		

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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