

**The University of Winnipeg  
Class Specification**

**Classification: Assistant Chief Engineer**

**Revision Date: February 1, 2006**

**Unit: I.U.O.E.**

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**CHARACTER OF THIS CLASSIFICATION LEVEL**

The Physical Plant Department is responsible for the entire physical facilities of the University, including all buildings and grounds, furnishings and fixed equipment.

In positions at this level, incumbents oversee the engineers on a shift, participate in operating the Powerhouse of the University's Physical Plant and service all related heating, cooling and environmental conditioning equipment, under direction from the Chief Engineer.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES**

1. Operates, maintains and repairs all heating and related equipment including steam boilers and natural gas air handling systems
2. Takes water tests and adds appropriate chemicals to maintain clean and efficient pressurized systems of boilers, water towers, chilled and hot water systems
3. Maintains emergency protection systems and equipment in good running order, including: generators, sprinklers, lighting and extinguishers
4. Operates, maintains and repairs all air conditioning systems and related equipment including: chillers, towers, air handling systems, closed circuit water to water heat pump systems and their pneumatic and electrical components
5. Services compressors, dual duct air flow systems, face and bypass air flow systems, exhaust fans, pumps, motors, electronics, pneumatic controls, filters; lab equipment including: cage washers, controlled environment chambers and autoclaves; kitchen, canteen and Buffeteria equipment including refrigeration equipment
6. Controls chemical tests and orders chemicals for boilers, water towers, chillers and hot water systems
7. Assesses equipment needs of the department and develops proposals to justify the need
8. Prepares alternative courses of action by requesting and reviewing the specific data and information, service inspections, reports and the consultation of staff members to make well informed decisions on action to be taken
9. Reviews and appraises contractor's performance on periodic and scheduled basis
10. Uses a computerized system to monitor the performance of heating, cooling and other environmental control equipment, re-programs the system to make adjustments, and directs repairs to be made to establish and maintain a workable balance between equipment efficiency and environmental quality
11. Determines, recommends and justifies purchase and oversees the installation and operation of environmental control systems and equipment
12. Ensures compliance of operating systems and equipment with City, Provincial and Federal codes and requirements, initiating upgrades when appropriate

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