

BULLETIN

OFFICE OF THE SUPERINTENDENT
2022-2023 SCHOOL YEAR
OPEN POSITION

FACILITIES ENGINEER

The above position is available for the 2022-2023 school year, effective 1/1/23.

REQUIREMENTS:

- Bachelor's Degree preferred in the area of engineering or building construction.
- New Jersey Public Schools Educational Facility Manager Certificate.
- Certification/experience in building automation systems, temperature control maintenance and repair.
Certification/experience in HVAC system maintenance and repair.
- Experience in budget development, bid specifications and construction management / project oversight.
- Demonstrated expertise in facility oversight and maintenance, with knowledge of best practices.
- Strong technology and communication skills.
- Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

RESPONSIBILITIES:

- Monitors and maintains a safe, comfortable, and healthy environment for all students, staff and visitors.
- Develops timetables for systems changeovers, repairs, replacement, maintenance, and implements and oversees same in accordance with industry standards.
- Monitors and maintains facilities and equipment in accordance with industry standards and manufacturers recommendations.
- Tracks work orders and ensures efficient use of staff and optimum inventory of necessary replacement parts.
- Responsible for supervising and evaluating all staff reporting to the Facility Engineer.
- Oversees and ensures compliance with environmental health and safety regulations, and directs implementation of required programs, training, and inspections.
- Provides support to and professional development for district personnel as may be required.
- Ensures adherence to and maintains current knowledge of local, state, and federal regulations that impact the job currently or potentially.
- Responsible for snow removal operations, and any other weather related incident.
- Maintains availability on a 24 hour call basis.
- Performs all duties as may be assigned by the Business Administrator and/or Superintendent.

APPLICATION PROCEDURE:

- Interested applicants should apply online at: www.applitrack.com/neptune/onlineapp for posting **23-209**

Dr. Matthew Gristina, Assistant Superintendent
Neptune Township School District
60 Neptune Boulevard
Neptune, NJ 07753-4836

Posting Date: July 27, 2022
Closing Date: August 29, 2022 or until filled
Applitrack Job ID: # 927