

*Code: 2155*

*Title: CENTRAL PLANT SUPERVISOR-FACILITIES MANAGEMENT-FM*

**SUMMARY:** This classification supervises and participates in the operations and maintenance of Central Plant systems in the downtown County Government complex and the Juvenile Courts Center Central Plant.

**DUTIES/RESPONSIBILITIES:** (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Plans, schedules, assigns and participates in the work of Central Plant Operators and plant maintenance staff providing HVAC and related services to assigned facilities;  
Operates an energy management control system (EMCS) and related computer-controlled sub-systems;  
Trains and evaluates subordinate employees;  
Develops and enforces Central Plant and equipment/systems standard and emergency operating procedures;  
Observes necessary gauge, indicator or meter readings, records information as required and makes needed adjustments to HVAC equipment in response to demands;  
Coordinates HVAC system/equipment outages and changes in services with affected departments and facilities to avoid or minimize disruption of services;  
Maintains equipment, system, facility and shift operations and maintenance logs;  
Orders, maintains and accounts for operating spares and related materials;  
Reviews reports, logs and records regarding plant operations and personnel and takes or directs needed actions;  
Operates Central Plant heating, cooling and auxiliary equipment such as boilers, compressors, standby and emergency power systems, cooling towers and electrical switching gear;  
Samples, tests, records and adjusts water chemistry in plant equipment water systems;  
Prepares recurring, periodic and special reports for management on Central Plant, HVAC and related equipment/systems operations and maintenance activities.  
Assists facility engineering staff in planning and execution of Central Plant facility/systems modifications, major repairs/overhauls and contract construction activities.

**KNOWLEDGE & SKILLS:**

Knowledge of:

- methods and practices of operating and maintaining a central HVAC plant, to include automated/computer-controlled energy management control systems (EMCS);
- operation and maintenance of heating, ventilating, air-conditioning (HVAC) and related electrical and auxiliary systems and equipment;
- water-treatment processes applicable to central plant activities to include chemical testing and quantitative application of industrial chemicals;
- hazards and safety precautions associated with HVAC plant operations;
- principles and practices of employee supervision, training and evaluation.

Skill in:

- operating and maintaining HVAC central plant equipment and systems;
- operating an energy management control system (EMCS) and related computer-controlled sub-systems;
- operating and maintaining emergency, stand-by and portable electrical power generating equipment;
- use, care and maintenance of tools, equipment and materials of the trade;
- reading, interpreting and applying specifications, operating manuals and technical data;
- supervising, training and evaluating employees;
- planning, assigning and scheduling employee activities;
- maintaining operating and maintenance records and preparing reports;
- maintaining security and accountability of all tools, equipment and materials;
- determining stock levels of operating spares and related materials and ordering/accounting for same;
- communicating effectively, orally and in writing.

MINIMUM QUALIFICATIONS: EITHER:

(1) Six years of experience in heating, ventilating and air-conditioning (HVAC) central plant maintenance and operations and two years of supervisory or lead experience in an HVAC central plant setting; [Supervisory/lead experience may be concurrent.]

OR:

(2) An Associate's degree from an accredited college or technical school in air-conditioning technology and four years of experience in heating, ventilating and air-conditioning (HVAC) central plant operations, including at least two years of lead or supervisory experience. [Supervisory/lead experience may be concurrent.]

OR:

(3) Three years of experience with Pima County as a Kino Central Plant Operator, Central Plant Operator, Lead Central Plant Operator, Central Plant Systems Technician or Senior Central Plant Systems Technician and one year of supervisory or lead experience. [Supervisory/lead experience may be concurrent.]

OTHER REQUIREMENTS:

Licenses and Certificates: All positions require a valid Arizona Class D Driver's License at the time of appointment or prior to completion of initial/promotional probation.

Special Notice Items: Some positions may carry the risk of exposure to asbestos or wastewater and sewage products, therefore special medical screening prior to or during employment may be necessary to assure employee health and safety. Exposure to high noise levels and extremes of heat may also be encountered, and Personal Protective Equipment (PPE) will be furnished. Due to need for access to courts, detention and correctional facilities, all positions require satisfactory completion of a personal background investigation by law enforcement agencies, to include pre-/post-appointment drug testing.

Physical/Sensory Requirements: Physical and sensory abilities will be determined by position.

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.