

JOB DESCRIPTION

PROJECT/APPLICATIONS ENGINEER

Modified on 2011-08-17

Direct Supervisor: Multisite Project Manager

Job Summary

This position will report to the Multisite Project Manager. Under limited supervision, conducts application design, design repair, installation, and commissioning of systems. Strives for excellence in customer satisfaction through on site customer interface and communications. With complete technical competence, mentors fellow technicians on building automation and service activities. Completes required project documentation.

Description of responsibilities

PRINCIPAL DUTIES:

1. Design of control systems based upon project requirements or industry standards requiring knowledge of electronic or digital controls systems and documents these designs using AutoCad or Vision into controls drawings and writes and test the programs using the various languages of controls systems software.
2. Develops graphical user interfaces based upon project requirements using industry graphical assembly tools.
3. Consults with the customer, provides proposals for retrofits, upgrades and design enhancements to systems. Provides technical recommendations for sales leads.
4. Manages assigned work to meet or exceed customer expectations. Provides sketches of field changes and discrepancies for engineering corrections and drawings. May assist with job layouts and bid proposals.
5. Reports problems to management. Interfaces with company employees and subcontractors on projects to coordinate activities as required in a professional manner.
6. Communicates with customer upon arrival and informs them on the nature of service provided before leaving the work site. Meets regularly with customer to become familiar with operating problems. Documents with the customer any outstanding issues and recommends system upgrades and or replacement. Promotes the sale of additional technical support and work for the customer.
7. Practices all Company and customer safety processes. Keeps safety procedures in use while working on site with other contractors and subcontractors.
8. Trains and teaches the customer in control systems operations and provides Manuals and documentation as required.
9. Completes job documentation such as completion certificate, customer training, certificates and punch lists.
10. Conducts extensive self study seeking to enhance and improve proficiency in various product lines.

ADDITIONAL DUTIES:

- Other duties related to servicing and commissioning of controls as assigned.

Key Performance deliverables:

In light of the identified responsibilities, the following are **specific deliverables** that the position is designed to achieve.

- 1) Ability to manage own backlog to ensure timely and accurate job completion.
- 2) Performance will be directly measured against estimated (and engineered estimate) engineering time.
- 3) Capability to meet annual revenue of project work targets.
- 4) Ability to handle different system designs and installations.
- 5) Ability to self-learn on new technologies to broaden own knowledge base

Qualifications

The following indicates specific industry, academic and functional experience/qualifications that are important to the successful achievement of the identified responsibilities and performance deliverables.

- Bachelor of Engineering Degree in Mechanical or Electrical Engineering, Knowledge of Computers and computer software packages including but not limited to (AutoCAD, VISIO, MS Office, Explorer, and HTML)
- Knowledge of heating, ventilating and air conditioning equipment and related DDC and building management systems
- Working knowledge of Internet related technologies and programming along with web based graphics.. Ability to read blueprints and interpret specifications.
- 5 years applications engineering experience in Building Management Systems and HVAC principles and basics.
- Experience with Niagara Framework, Lonworks, BACnet and graphical programming languages

Profile

Quality Orientation

Strives for excellence in products, processes and/or services through continued evaluation, enhancement and redefinition of quality standards;

Problem Solving

Draws parallels across situations and contexts; Divides problems into their individual elements; Develops several explanations or alternatives; Separates the core of a problem from its symptoms and can identify cause and effect;

Information Seeking

Consults widely for business or technical advice, probes for facts and obtains information from a wide variety of sources; Differentiates the critical from the irrelevant or trivial;

Results Orientation

Aims to improve upon past performance; Establishes aggressive personal targets and strives to achieve them; Focuses strongly on achieving agreed upon outcomes and ensures that key objectives are met; Conveys a sense of urgency and drives issues to closure;

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Customer/Client Orientation

Monitors and acts on measures of customer/client satisfaction; Strives to provide customers/clients with personalized and efficient service; Anticipates customers'/clients' needs; Quickly follows up on customer/client contacts and complaints;

Team Skills

Fosters collaboration among team members; Helps to create a sense of team spirit and harmonious relations through cooperation and support; Balances personal goals with those of the team;

Stress Tolerance

Maintains a consistent level of activity and performance when placed in tense situations; Stays calm and controlled under pressure;

Initiative

Proactive; Seizes opportunities and acts upon them immediately; Takes responsibility for own actions and addresses problems before asked;

Particulars

Important:

- ✓ Requires a valid passport.