

Classification Specification: Boiler Operator

Classification Number: 54542 Pay Grade:
Effective Date: March 23, 2018 Current Exemption Status: Nonexempt

Position Summary

Under general supervision from stationary engineer, building maintenance supervisor or maintenance supervisor, operates high pressure boiler equipment, inspects, cleans maintains, repairs boiler equipment & performs relate plumbing & steam fitting.

Essential/Primary Duties

- Operates high pressure boiler, pumps and related equipment (i.e. carrying pressure exceeding 15 pounds per square inch) and maintains log.
- Inspects, cleans, maintains & performs minor repairs on high pressure boilers, pumps, & related equipment.
- Performs steam fitting & plumbing duties as related to boiler maintenance.
- Performs miscellaneous tasks (i.e. keeps boiler room clean, makes inspection rounds).

Experience and Education

Experience

- Three to six months related experience required

Education

- High school diploma or GED required
- Licensed as high-pressure boiler operator. Must have and maintain a valid driver's license and be insurable under the University's insurance

Physical Requirements

Moderate work: occasionally working in difficult position and/or with physical demands such as continuously lifting/moving materials from 25 to 50 pounds and occasionally lifting/moving materials greater than 50 pounds.

Working Conditions

Work is performed in an environment with exposure to somewhat disagreeable or hazardous conditions.

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Essential Competencies

- Knowledge of basic science and scientific methods
- Knowledge of basic mathematical skills
- Knowledge of basic reading skills
- Ability to carry out verbal and/or written instructions
- Ability to effectively communicate, verbally and written
- Detailed-oriented and highly accurate
- Ability to work in a high stress, fast paced, changing environment
- Ability to work effectively in a team environment
- Ability to interact effectively with students, faculty and/or staff or the public and represent BGSU appropriately
- Ability to coordinate or lead others in accomplishing work activities
- Knowledge of basic computer skills
- Knowledge of computer skills, such as MS Office, presentations, spreadsheets and/or database entry/query
- Ability to query, run reports, and modify data in financial system(s)
- Ability to access and maintain document imaging systems including scanning and filing documents
- Ability to operate computers and peripheral equipment such as printers and/or tape and disk drives
- Ability to draft office correspondence

Supervisory Responsibility

Full-Time

None

Part-Time

None

Providing Direction

Full-Time

None

Part-Time

None

Responsibility for Student Workers

May provide work direction and may schedule and/or provide formal feedback.