

# Classification Specification: Stationary Engineer

Classification Number: 54531  
Effective Date: April 14, 2014

Pay Grade:  
Current Exemption Status: Nonexempt

## Position Summary

Under general supervision, monitors operation of equipment, fuel systems and boiler operating systems. May provide direction and training over other plant workers or contractors in operation and maintenance of all plant equipment.

## Essential/Primary Duties

- Monitors heat plant reading gauges and checks general welfare of plant. Oversees power consumption meters. Starts, synchronizes, switches and shuts down equipment as needed. Adjusts and observes operation of plant equipment.
- Operates fuel systems and cleans plant and equipment. Tests water for softness and chemical levels to keep boilers running efficiently and steam lines scale free.
- Maintains heat plant logs, recording gauge readings, fuel and water consumption, power generation, maintenance work performed and related records.
- May provide work direction and training to other plant workers or contractors in the installation, repair, maintenance and operation of boilers, furnaces and auxiliary equipment, including computers, turbines, blowers, flow meters, pumps, generators, fans, reverse osmosis system and related equipment.
- May be required to work on a rotating schedule.

## Experience and Education

### Experience

- One year related experience required in high pressure steam plant operations

### Education

- High school diploma or GED required
- Ohio Stationary Steam Engineer's License required. 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 accurately receive and disburse cash whether currency, credit cards, checks or other payment forms
- 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

Contractors

### Part-Time

None

## Responsibility for Student Workers

None