



Facilities Systems Manager

The City of Auburn, Maine is offering an outstanding career opportunity for a Facilities System Manager. This exciting new role involves overseeing the maintenance, operation and management of all city owned facilities, ensuring that the systems are operating efficiently and effectively. Primary responsibilities will include the management, coordination and overseeing compliance of all the operating systems with duties as follows:

- Managing and ensuring the efficiency of all School and City building automations systems included but not limited to HVAC, electrical, access control, security systems
- Conducting regular inspections, developing and implementing facility management policies and procedures to ensure efficient and safe operations;
- Plays a significant role in the development and planning of capital improvement projects;
- Evaluates historic and present energy consumption data; and applies forecasting and analytical techniques to calculate and project future energy costs for budgeting purposes;
- Negotiates energy contracts and manages the City's renewable energy portfolio;
- Conducts site visits and performs technical energy studies and audits of facilities to identify energy savings opportunities;
- Coordinating, overseeing, and/or assisting external vendors and contractors for facility capital and repair projects while maintaining contracts;
- Negotiating bids and contracts for third party workers;
- Troubleshooting and inspecting building issues;
- Collaborating with other departments to ensure that facility needs are met, and operational systems run smoothly;

This detail-oriented candidate should have the following:

- Knowledge of facility mechanical systems including HVAC systems, geothermal systems, pumps and plumbing systems, power transmission, fire protection, security and alarm systems, codes, and standards Knowledge of facility environmental systems including air and water quality control, noise control, hazardous material control and waste disposal, regulations, codes, and standards; Knowledge of facility environmental systems including air and water quality control, noise control, hazardous material control and waste disposal, regulations, codes, and standards; Ability to read design and construction plans;
- A minimum of five (5) years successful experience in supervision of a broad program of planning and facilities management; a Bachelor's degree or extensive class instruction in mechanical, electrical, architectural engineering, facilities management or similar education or technical training, OR a combination of education and experience.

- Must have a valid Class C drivers license with a satisfactory driving record, must pass a criminal background check and drug screen.

The City of Auburn offers an attractive and competitive benefits package including low cost health insurance, dental and vision insurance, pet insurance, life insurance, retirement choice of a 401 or a MainePERS pension plan, two weeks vacation and two weeks sick time off in first year, parental leave, disability insurance, and a robust wellness program. The City of Auburn is a qualified employer for the Public Student Loan Forgiveness program. The City strongly encourages continuous learning and career growth. Salary is commensurate with qualifications and experience.

Send cover letter and resume to: Christine Mumau, Human Resources Director, 60 Court Street, Auburn, ME 04210. Tel. 333-6601 ext. 1416, or e-mail cmumau@auburnmaine.gov
Review of resumes will commence immediately. Deadline for a submission is September 6, 2024.

The City of Auburn values diversity and inclusivity and is an Equal Employment Opportunity employer with a strong commitment to veterans.