

## Human Resources

### **JOB OPENING**

**May 27, 2009**

**POSITION TITLE: ENGINEER I**

**REPORTS TO:**

Manager, Engineering

**STATUS:**

Full-time, non-exempt.

**JOB RESPONSIBILITIES:**

Major function of this position is maintenance and operation of the building and utility infrastructure within The Nelson-Atkins Museum of Art facilities. The position will report to the Manager, Engineering and will work under the coordination of the Lead Engineers. The position will have frequent contact with other divisions and personnel throughout the Museum. Additional duties include:

1. To be available to provide 24-hour support for any Engineering related issues at the Museum facilities.
2. To operate and maintain the Museum building systems including, but not limited to the following: Power, lighting, communications, fire protection (suppression, detection, and annunciation), security system infrastructure, city water, sanitary and storm sewers, HVAC (including chillers, boilers, and associated distribution equipment), roofing, doors, ice melt systems, network infrastructure, pools and fountains, and lawn irrigation.
3. To support the preventive maintenance programs for all MEP (Mechanical, Electrical, and Plumbing) and other building systems within the Museum properties. This includes but is not limited to: Creating task list and schedules for Preventive Maintenance tasks, performing PM's on building systems and equipment, administering contracts for PM's where appropriate, tracking PM program status for reporting purposes and to ensure a minimum of backlog.
4. To perform preventive and on demand maintenance and to provide installation support for all MEP and infrastructure systems within the Museum properties.
5. To monitor and control the temperature and humidity within the Museum to assure that the proper conditions are maintained per requirements.
6. Provide support (staffing, lighting, set-up & tear down) for events held at the Museum.
7. To display Engineering's high standards of customer service, work ethic, team support, and the ability to have fun while working hard.
8. Perform any additional assigned duties.

**JOB REQUIREMENTS:**

Minimum:

- High school diploma, GED or equivalent.
- 2+ years of experience with the installation, operation, or maintenance of building systems.

- Must have extensive experience in one or more of the following trades: Plumbing, Pipefitting, Electrical, and/or HVAC.
- Proven excellent attitude and superior customer service skills to interact with Museum staff and general public in a polite and courteous manner.
- Must be able to obtain a Universal Refrigerant Handling Certificate within 6 months of starting in this position. (1<sup>st</sup> test paid by Museum-\$80)

Preferred:

- Universal Refrigerant Handling Certificate helpful.

Physical Requirements:

- Must be able to lift 50-100 lbs. on a regular basis.
- Will stand, walk and bend frequently throughout the day.
- Must be comfortable working at heights up to approximately 40 feet and able to climb ladders 6-10 ft frequently and 12-28 ft occasionally. Heights of 40 feet are generally via a lift.

TO APPLY:

Please send cover letter, resume and salary history (required for consideration) and/or application ([nelson-atkins.org/images/PDF/employment\\_application.pdf](http://nelson-atkins.org/images/PDF/employment_application.pdf)) to: Engineer I, Human Resources, The Nelson-Atkins Museum of Art, 4525 Oak Street, Kansas City, MO 64111; or email to: [hrrecruiter@nelson-atkins.org](mailto:hrrecruiter@nelson-atkins.org). Fax: (816) 561-3144.

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INTERNAL APPLICANTS:

Internal candidates will receive first consideration if they meet the minimum requirements. In addition to submitting the above materials, please fill out a job posting application. This can be found on the intranet or it is available at the Security Command Center. ***On your application we strongly encourage you to specifically address how you meet the requirements of this position and draw parallels or similarities to responsibilities and experience you possess.***

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