

Loudoun County Public Schools

Coordinator, Facility Commissioning (School Year 2024-2025) (PS8672)

JOB POSTING

Job Details

Title

Coordinator, Facility Commissioning (School Year 2024-2025)

Posting ID

PS8672

Description

Job Overview

The Facility Commissioning Coordinator serves as a senior technical advisor. The role is responsible for overseeing new facility turnover and commissioning, performing retro-commissioning of mechanical, electrical, and plumbing (MEP) and building automation systems on existing facilities, and providing MEP subject matter expertise during the design, repair, and operations of Loudoun County Public Schools (LCPS) facilities. The Facility Commissioning Coordinator will develop and implement preventative maintenance plans and procedures for new and existing facilities, forecast future staffing and budget requirements to support facilities lifecycle equipment replacement, review energy-efficiency measures to ensure proper operations and provide on-site technical support for emergency repairs.

Roles and Responsibilities

The following information is intended to describe the overall nature and scope of the work being performed. This is not a comprehensive listing of all responsibilities or tasks; work may differ and other work may be assigned when deemed appropriate.

- Leads in-house efforts to perform retro commissioning of mechanical, electrical, and plumbing (MEP) and building automation systems on existing facilities.
- Leads the Turnover Working Group responsible for the transition of all newly constructed, renovated, or upgraded facilities from contract management into the LCPS life-cycle maintenance program.
- Ensures all building operational assets have been completely and effectively loaded into the computerized maintenance management software (CMMS).
- Provides leadership, technical guidance, and support to maintenance technicians to ensure best management practices are used within Facilities Operations including effective communications, documentation, safety and regulatory compliance, and use of industry and division standard practice.
- Serves on LCPS Advanced Energy Task Force and makes recommendations on, prioritizes, and implements energy reduction strategies and efficiency initiatives.
- Oversees evaluations of all MEP systems to document current conditions, life cycle analysis, and compliance with Health, Life and Safety, and building codes, and oversees implementation of corrective action.
- Advises senior staff on prioritization of all MEP-related capital projects in the Capital Asset Preservation Program for repairs and renovations of the built infrastructure systems.
- Participates in the planning, designing, and completion of school construction projects, including new buildings and renovations, by providing technical oversight for MEP systems through each stage, including guidance and direction to professional design engineers during initial planning and design reviews, construction change order requests during installation, and overseeing system commissioning and operations after project completion.
- Assists with the development of project designs and equipment purchases for in-house MEP installations and start-ups.

Qualifications

Below are the minimum qualifications for this job. Equivalent combinations of education and experience are also acceptable.

Education

Bachelor's degree in Engineering from an accredited college or university.

Experience

Ten years of demonstrated experience in MEP operations for educational facilities, or a comparably complex setting.

Licenses and Certifications

- Registration as a Certified Commissioning Professional (CCP), Professional Engineer, or Certified Energy Auditor.
- Must possess a valid state vehicle operator’s license and clean driving record

Knowledge, Skills, and Abilities

- Demonstrated experience in energy management and energy savings performance contract oversight.
- Demonstrated knowledge of professional building trades, including MEP and building automation systems, facilities maintenance and operations, and applicable building codes.
- Ability to communicate with individuals of varied cultural and educational backgrounds.
- Demonstrated leadership qualities and personal characteristics necessary for working effectively with administrators, teachers, support staff and the community.

Physical Requirements

The following provides a brief description of physical requirements for this job:
 While performing the duties of this job, the employee is regularly talking, expressing, or exchanging ideas by means of the spoken word. The employee must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly. The employee must possess normal cognitive abilities including the ability to learn, recall and apply certain practices and policies. Frequently sitting and/or remaining in a stationary position for long periods of time. Exerting up to 25 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

Reports to: Director, Facilities Operations
FLSA Status: Exempt
Months/Days/Hours: 12 months/ 248 days/ 8 hours
Salary Level: Universal 18
Salary Scale: <https://www.lcps.org/compensation>
Salary Range: \$100,764 - \$161,672

<i>Shift Type</i>	Full-Time
<i>Salary Range</i>	Universal Level 18
<i>Location</i>	Facilities Building Services

Applications Accepted

Start Date **05/14/2024**

Job Contact

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