

**Facilities Operations Engineer****Facility Services Department***(Permanent, full-time; 75 hours bi-weekly)*

*The City of Lethbridge Facilities Services Department ([www.lethbridge.ca](http://www.lethbridge.ca)), takes pride in providing quality building environments for our employees and citizens across a wide variety of business service areas -- from administration and operations locations, to leisure facilities. Our team provides expert knowledge and advice across a broad range of specialized areas, with the comfort, safety, and functional requirements of building users at the forefront of our work. We are currently seeking an experienced Operations Engineer who will play a key role in ensuring the safe, efficient, and reliable operation of the City's various building mechanical and electrical systems. If you take pride in a job well done and are looking for the next step in your career progression, then this is a prime opportunity for you to join our accomplished team and play a primary role in ensuring key systems within our buildings operate optimally and reliably.*

*Lethbridge is southwestern Alberta's largest community, close to the Rocky Mountains and strategically located two hours south of Calgary. We are home to just over 101,000 residents and two major post-secondary institutions -- the University of Lethbridge and Lethbridge College. The City proudly acknowledges that we are located at the heart of Siksikaitapi (Blackfoot) Territory, home of Kainai, Piikani, Siksika and Amskapi Piikani (Montana, USA) First Nations. Lethbridge is also located within the Métis Nation of Alberta, Region III. The City recognizes the diversity of our community and is working to ensure programs, services, facilities, and employment opportunities are inclusive to all people.*

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**The Role:**

As our top candidate, you will have overall responsibility for managing all building automated control systems (*generally referred to as Building Management Systems (BMS)*). You will also provide relevant technical advice and assistance to the department's engineering, project management, and trades personnel. You will also periodically review control system specifications and shop drawings; and assist with project commissioning and hand-over activities. Other duties may include managing construction project, periodic technical support for the City's access control and security systems, and performing any other assignments related to the department's services.

Your seasoned expertise will be primarily focused on the following areas:

**Asset Management and Reporting**

- Compiling, creating, and maintaining accurate documentation records of:
  - inventory of controls equipment and schematic system diagrams
  - written system descriptions and sequence of operations
  - listing of recommended operating set points
  - other BMS related information
- Assessing the reliability/vulnerability of BMS infrastructure and recommending/planning for required upgrades
- Compliance reporting of building system parameters (e.g., temperature, humidity, air volumes, etc.)

**Design and Analysis**

- Daily monitoring of BMS performance and troubleshooting
- Designing and professional authenticating of new or revised control sequences of operation

- Analyzing trend data to verify effectiveness of programming and set point changes
- Creating occupancy schedules and determining system operating set points
- Optimizing control sequences
- Developing and implementing energy management strategies
- Creating specification requirements for new BMS installations and upgrades
- Supporting field technicians with troubleshooting equipment and systems

### **System Administration**

- Creating BMS alarms and alarm notification processes
- Creating and maintaining BMS user accounts and system access privileges
- Training system operators on the City's various BMS platforms
- Implementing and/or coordinating BMS programming changes with 3rd party vendors
- Liaising and coordinating with the City's Information Technology department, as required

### **Data Input**

- Importing monthly utility data into the department's asset management system
- Daily monitoring of the output performance of the City's solar photovoltaic systems and periodic data input

### **Your professional skillset & experience:**

- *A post-secondary degree in Mechanical Engineering, and a minimum of 5 years of HVAC system design experience in the commercial building industry, complemented by:*
  - *Registered Professional Engineer (P.Eng.) with APEGA*
  - *Programming experience and knowledge of various BMS system platforms (Johnson Controls, ESC, Convergent, etc.), will be considered an asset*

*Consideration may be given to individuals with equivalent formal educational and experience*

- *A thorough understanding of all building mechanical and electrical equipment and systems, and how they interrelate*
- *Experience and knowledge of the construction process*
- *Successful relationship and collaboration skills to successfully build rapport and work with a variety of stakeholders including:*
  - *Project managers, maintenance staff, consultants, contractors, and building occupants*
- *Advanced analytical & problem-solving skills*
- *Excellent written and verbal communication skills*
- *A willingness to stay current with relevant industry best practices and standards*
- *Physical dexterity and comfort to access equipment to perform inspections, using ladders, lifts, and fall restraint harnesses*
- *Proficient computer skills*

### **Additional Requirements:**

- *Applicants must submit a copy of their post-secondary degree & APEGA standing*
- *The successful incumbent will be required to use their personal vehicle to travel throughout the City, and must maintain appropriate insurance coverage for this purpose*
- *The successful incumbent may occasionally be required to work beyond regular working hours and on weekends to accommodate ad hoc user requests (e.g., programming temporary specialized control sequences and BMS monitoring during special events).*
- *Short-listed candidates may be required to successfully pass a Police Information Check (PIC)*

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**Please note:**

*Candidates selected for interviews may be required to complete a skills testing/assignment, as part of the recruitment process. This will be completed following the interview.*

*The City offers a competitive salary and an attractive flexible benefits package.*

***For further information on this opportunity, please contact:***

*Sam Conard, Facilities Planning & Project Manager, at 403-330-4438 or [sam.conard@lethbridge.ca](mailto:sam.conard@lethbridge.ca)*

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*Qualified candidates are invited to submit their resume with cover letter, online at: [www.lethbridge.ca](http://www.lethbridge.ca)*

***This position will remain open until a successful candidate is recruited for the role.***

*All applicants are thanked in advance for their interest. Only those individuals selected for interviews will be contacted.*

*Civic Admin Association*