

Facilities Engineering Management: Associate Manager, Facilities Engineering

Plans, designs and oversees the reconfiguration, maintenance and alteration of equipment, machinery, buildings, structures and other facilities. Gathers and reviews data concerning facility or equipment specifications, company or government restrictions, required completion date and construction feasibility. Coordinates with architecture/engineering firms in developing design criteria and preparing layout and detail drawings. Prepares bid sheets and contracts for construction and facilities acquisition. Reviews and estimates design costs including equipment, installation, labor, materials, preparation and other related costs. Inspects or directs the inspection of construction and installation progress to ensure conformance to established drawings, specifications and schedules.

Management Role

Accomplishes results through lower level subordinate supervisors or through experienced exempt employees who exercise significant latitude and independence in their assignments.

Policy and Strategy

Administers and executes policies, processes and procedures that affect subordinate employees and the workflow of the work area.

Freedom to Act

Assignments are task or activity oriented. Work is reviewed for soundness of judgment and overall quality and efficiency.

Impact

Decisions impact work area operations. Erroneous decisions or recommendations or failure to achieve results might cause delays in schedules and require the allocation of more people and financial resources.

Liaison

Interacts internally primarily with subordinates and other supervisors. External interaction is typically with suppliers, vendors and/or customers. Primary purpose of liaison is information sharing and basic problem resolution.

Operations Involvement/Direct Work Involvement

Manages department budgets and personnel. Sets policy and procedure. Responsible to provide guidance to other Facility supervisors. Responsible to ensure project work is timely and within budget. Responsible to ensure support of production changes and maintenance to equipment. Limited supervision and direction required.

Minimum Education and Experience

Bachelor's Degree in Engineering, Finance, Business or a related field and 7+ years of diverse professional experience in all areas of Facilities which may include 3+ years of supervisory responsibilities.