

Winslow Indian Health Care Center

Job Vacancy Announcement #WDH-23-24

Closing Date: Open until filled



POSITION TITLE: Staff Engineer (Mechanical)

DEPARTMENT: Facilities Management

Position Summary:

Under general supervision of the Director of Facilities Management, the Staff Engineer (Mechanical) performs a range of field and office mechanical engineering, project management, electrical, architectural, and civil engineering functions. Utilizes professional engineering skills, knowledge, concepts, and theories in carrying out assignments pertaining to the planning, development, renovation, construction and design activities. Uphold the principles of WIHCC's Vision, Mission, and Value Statements. Maintains confidentiality of all privileged information at all times.

This list of duties and responsibilities is illustrative only of the tasks performed by this position and is not all-inclusive.

Essential Duties & Responsibilities:

- Maintains regular attendance and punctuality.
- Carries out a range of field and office mechanical engineering, electrical, architectural and mechanical engineering functions.
- Utilizes professional engineering skills, knowledge, concepts, and theories in carrying out assignments pertaining to the planning, development, renovation, construction and design activities.
- Performs healthcare engineering project construction management and post project activities while ensuring continuity of building and utility services for medical facility operations.
- Specialized knowledge of HVAC systems, Chillers, AHU, FCU, and all related control of mechanical equipment's (PRV and VAV).
- Experienced in water treatment (RO and STP) maintenance and operation.
- Visits construction projects to assure that construction conforms to plans and specifications.
- Participates and provides clarifications on drawings and specifications for construction projects, and reviews methods and materials employed for compliance with project requirements.
- Observes, investigates and inspects construction activities at various stages to identify major problems and institutes timely corrective action. Incumbent must be able to use and apply the National, State, Local Building and Life Safety Codes.
- Reviews for completeness and recommends approval of contractor's construction schedules and quality control procedures, shop drawings, and submittals.
- Establishes and maintains close working relationships with tribal, federal, state and local officials on project impacts.
- Reports any safety-related incident in a timely fashion through I-STAR.
- Works on project Design and plan reparation in conjunction with local Service Unit personnel, Mechanical, Electrical, Architects, and Civil Engineers.
- Assists in the development of architectural concepts, schematic design layouts, space utilization, electrical power, lighting and mechanical layouts, project plans, and specifications.
- Attends pre-bid and bid opening conferences and discusses and/or clarifies WIHCC standards for principle project features and requirements concerning construction progress and administration.
- Provides oversight of contractors, subcontractors, and any vendors on the WIHCC property associated with facilities projects.
- Provides general supervision to facilities team members.
- Performs work in a safe manner; monitors work environment for possible safety issues and ensures others are also performing work in a safe manner.
- Stays current and complies with state and federal regulations/statutes and company policies that impact the employee's area of responsibility.
- Certifications and/or licenses will be obtained on the job and will be kept up-to-date and valid prior to expiration dates.
- Upholds all principles of confidentiality and patient care to the fullest extent.

- Adheres to all professional and ethical behavior standards of the healthcare industry.
- Adheres to WIHCCs Personnel Policies and Procedures, departmental policies, rules, and regulations.
- Interacts in an honest, trustworthy, and dependable manner with patients, employees, visitors, and vendors.
- Possesses cultural awareness and sensitivity.
- Maintains compliance with all Human Resources requirements.
- Performs other duties as assigned.

Minimum Qualifications:

Bachelor's Degree in Mechanical Engineering and three years of work experience which involved the application of Civil Site Design, Architectural, Electrical, Mechanical, and Plumbing Layout, Design and Plan Preparation required. Licensed Professional Engineer preferred. Bilingual skills in English and Navajo language preferred. Must maintain a valid unrestricted and insurable driver's license. Must successfully pass a background investigation and maintain suitable requirements for a Child Care position. This position is considered as a Child Care position, which requires a satisfactory background check investigation and is subject to the requirements of the Indian Child Protection and Family Violence Prevention Act, as amended (henceforth referred as the ICPFVP Act).

Knowledge, Skills, Ability:

- Knowledge and understanding of Health System Planning processes.
- Knowledge and understanding of financial aspects of Construction Project Management.
- Knowledge and understanding, both theoretical and practical, of the engineering sciences and techniques and their applications to one of the branches of engineering.
- Knowledge of strong work ethics in the workplace.
- Knowledge of basic application of confidentiality.
- Knowledge of basic computer skills, e.g., Outlook, Word, Excel, PowerPoint.
- Skill in AutoCAD and Solid Works, familiarity with Revit and/or Trane Trace.
- Ability to attain NFPA 101, NFPA 99.
- Ability to supervise and coordinate contractors involved in the building of the infrastructure to include sanitary sewer, storm drain
- Ability to be dependable in attendance and job performance.
- Ability to meet attendance, overtime (if necessary), and other reliability requirements of the job.
- Ability to accept and learn from feedback.
- Ability to communicate effectively both verbally and in writing.
- Ability to provide exemplary customer service at all times.
- Ability to interact positively with others and possess great interpersonal skills.
- Ability to multitask and perform well under pressure.
- Ability to have self-confidence.
- Ability to be a great team player.
- Ability to accept and learn from supervisor/peer critique.
- Ability to be flexible and adaptable to the changing needs of the organization.

Physical Demands:

While performing the duties of this job, the employee regularly is required to walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand; climb or balance; and stoop, kneel, crouch, or crawl. The employee frequently is required to taste or smell. The employee must occasionally lift and/or move up to 50 pounds.

Work Environment:

Work is performed in an office setting or outdoor work environment with a moderate noise level. Work environment may involve exposure to physical risks, such as blood borne pathogens and operating dangerous equipment or working with chemicals. Evening and/or weekend work may be required. Extended hours and irregular shifts may be required.

As required by P.L. 93-638, absolute preference will be given to qualified Navajo applicants. If there is no qualified Navajo applicant, preference will be given to qualified American Indian applicants.