

CLASSIFICATION SPECIFICATION

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| FLSA: | EXP | Job Code: | ACV75540 |
| Job Class Code: | 170 | Salary Schedule: | ASRRPLANT |
| EEO Category: | 01 | Grade: | 22 |
| Workers Comp Code: | 9015 | | |

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| Job Code Established: | 01/01/01 | Effective Date: | |
| Job Code Revised: | | Effective Date: | |

JOB CODE SERIES: Physical Plant Series

JOB CODE TITLE: PHYSICAL PLANT DIRECTOR

HRIS TITLE: PHYSICAL PLANT DIR

CHARACTERISTICS OF THE CLASS: Under general direction, is responsible for work of considerable difficulty in planning, directing and coordinating the full range of physical plant services in a large State institution or State building complex; and performs related work as required.

EXAMPLES OF DUTIES: Plans and directs the operations and maintenance of physical plant and equipment; plans, designs and supervises repairs, alterations and new construction; prepares cost estimates; assists in planning and development of short and long range plans and policies relating to operations and budget requests; orders materials; accepts or rejects materials and equipment; keeps records and prepares reports; develops training programs and trains physical plant personnel.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: departmental organization functions, and personnel practices and techniques. statutes governing buildings, building requests, condemnation of buildings, expenditure regulations; local licensing and building code requirements; budgetary procedures and methods of record keeping. plant standards for accreditation. engineering techniques, methods and practices.

Skill/Ability: to plan, organize, coordinate and supervise. analyze and plan. motivate. be tactful and courteous.

Prefer: Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted. Typical ways to obtain the KSAs would be:

- A Bachelor's degree from an accredited college or university or technical school with a degree in engineering and one year of supervisory or administrative experience directing the operation and maintenance of a large physical plan in a multi-story building or a multi-building complex, requiring a working knowledge of the application of NEMA, OSHA, and city codes; additional qualifying experience may be substituted for the required education on a month for month basis.