



## Plant Manager

### Division of Facilities

**Campus:** Manhattan

**Starting date:** December 18, 2015

**Job Summary:** The Division of Facilities at Kansas State University seeks a full time Plant Manager, who with plant staff, are responsible for the safe and efficient operation and maintenance of the University's Chilled Water and high-pressure steam plant(s) by overseeing and participating in their operation. The plant equipment provides Chilled water to the Campus for cooling and Steam to the Campus for heating/process use. Position reports directly to the Assistant Vice President of Engineering, Utilities and Maintenance, key responsibilities include: 1) Supervise the safe and efficient operation of the Plant(s) including the maintenance, repair planning, scheduling and installation of all equipment and controls. Maintain and implement both standard and Emergency Operating Plans; 2) Train, Supervise and direct up to 12 employees, with 4 direct reports; 3) Position requires attention to detail, effective problem-solving, organizational, interpersonal, project management and excellent communication skills, as well as the ability to multi-task and function efficiently under emergency conditions; 4) Daily use of electronic control systems for equipment status, troubleshooting and operation; 5) Maintain inventory of all plant materials and supplies, and essential spare inventories and insurance stocks and coordinate the upgrade of materials for cost effective management, as well as prepare and manage the plant budget(s).

#### Qualifications:

**Minimum:** Associates Degree and 5+ years of experience overseeing and/or operating a chilled water plant. Five years supervisory experience IS required. In lieu of degree, 7+ years of experience in mechanical trades/plant operation may be substituted. Education may be substituted for experience as determined relevant by the agency.

#### Preferred:

Bachelor's Degree in Engineering, Architecture, Construction Management or related field. Professional Engineering License (PE) or Master's degree in Architecture and/or Engineering. Ten years of experience in building trades or mechanical building trades. Prefer management experience within a physical plant environment specifically including chilled water plant operations. Management experience with HVAC, plumbing, electrical, operation of a power plant, exterior utilities, and energy management systems will be considered. Steam Plant experience is preferred, but not required.

#### Total Rewards:

Health Insurance and Wellness	Leave and Holidays.
Retirement Plans	Tuition Assistance
Workers Compensation	Life Insurance

For additional information refer to benefits summary:  
<http://www.k-state.edu/hcs/benefits/overview/>

#### How to Apply:

Applications are due by 20 November, 2015. Applicants should provide a letter of application addressing how their qualifications and skills relate to the position; submit a resume or curriculum vita listing education, employment history, and other relevant professional information; submit unofficial transcript; and the names, addresses, telephone numbers, and email addresses of between three and five references who have first-hand knowledge of the applicant's career and experience. Anticipated appointment is by 18 December, 2015

#### Contact Information:

All documents should be submitted electronically in PDF format or by mail to: **Email application material to:** [lmccgee@k-state.edu](mailto:lmccgee@k-state.edu)  
Subject Line: Plant Manager  
OR

#### Mail to:

Larry McGee  
Director, Administration and Finance  
Division of Facilities - Kansas State University  
Dykstra Hall  
1628 Claflin Road  
Manhattan, KS 66506

#### Responsibilities:

**Plant Operations-** Administer all functions of the Chilled Water and Steam Plants. Schedule Plant maintenance, schedule all Plant employees work schedules, delegate authority and responsibility for appropriate tasks to supervisors with minimal direction of daily Plant operations, maintenance and projects.

**Utilities Distribution Systems-** Provide uninterrupted steam and chilled water utility service. Oversee the maintenance, repair, replacement and installation of all steam lines, above and below ground level, chilled water lines steam traps, condensate pumps, expansion valves, etc. Establish an effective preventive maintenance program.

**Contract Management -** Administer and prepare all contracts with outside vendors that pertain to Plant operations such as control programs, chemicals, machinery, supplies, and asbestos abatement. Manage and oversee Service Level Contracts (i.e. Control systems, Chiller plant operations. ESCO Project(s), chilled water treatment, and diagnostic analysis of equipment).

**Plant Management-** Prepare and ensure balancing of the Utilities Production portion of Physical Plant budget for operations, capital improvement, special maintenance, equipment, and all necessary costs.

Review and evaluate the operating procedures and efficiency of the total Plant operation.  
**Energy-** Interact with other KSU Facilities Teams and KSU Energy Engineer for operational review and efficiency. Identify, support, and advocate for energy management, conservation, and sustainability initiatives. Analyze, monitor and assist in the development and implementation of energy conservation measures. Assist with plant and utility energy audits to identify energy conservation measures. Analyze utilities and operations to determine the optimum utilization.

**Administrative -** Interview and hire qualified personnel. Conduct initial, semi-annual and annual evaluations of shop personnel. Assign and review work of personnel. Conduct required training, maintain and encourage safety procedures, counsel shop personnel regarding job performance and expectations, and maintain positive communications with employees.

#### Knowledge, Skills, Ability:

- Working knowledge of asbestos removal, safe lead work practices, and cross connection and backflow prevention
- Provide vision and leadership in the management and direction of the organization
- Development, review and management of the Department's annual budget, performing cost and productivity analyses
- Benchmarking and measuring performance metrics internally and against other like organizations
- Provide cost-effective maintenance and repair services for, utilities and equipment, ensuring a safe, pleasant and appropriate environment for all employees, students and guests of the University with a strong emphasis on customer-oriented service
- Provide direction and leadership in protecting the campus environment and conserving vital energy resources by staying involved with sustainability/conservation initiatives as they are developed, implemented and evaluated
- Provide management and staff development through skills training, safety and on-the-job training
- Organizes, reviews and directs studies for energy distribution, proposes alternatives and recommendations to the Assistant VP and staff members.
- Recommends the implementation of new and revised operation and maintenance procedures or modifies the programs to maximize the efficient utilization of time, equipment, and manpower in the upkeep and operation of Plants and exterior utilities.