

Spec. Code: 3338
Occ. Area: 01
Work Area: 170
Prob. Period: 6 mo.
Prom. Line: none
Effective Date: 06/16/95

MECHANICAL CONSTRUCTION SUPERINTENDENT

Function of Job

Under administrative supervision from a designated administrator, to be responsible for the direction, inspection, and supervision of the work of contractors on major mechanical construction projects, including power plant, steam distribution, and building heating, ventilating, and refrigeration systems.

Characteristic Duties and Responsibilities

1. directs, inspects, and supervises work being done by contractors on mechanical installations for new buildings, power plant and steam distribution additions, and on building remodeling projects
2. directs field performance tests
3. interprets architects' and engineers' drawings and specifications
4. acts as liaison between contractors, architects, engineers, and the university
5. maintains progress records and reports of work in process
6. checks, verifies, and processes contractors' requests for payments
7. performs other related duties as assigned

Minimum Acceptable Qualifications

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. high school graduation or equivalent
2. five years of progressive practical experience in responsible charge, including direction, inspection, and supervision of mechanical equipment installations

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. thorough knowledge of construction, materials, procedures, and acceptable practices
2. administrative and supervisory ability