

Mechanical Project Manager Career Ladder Matrix

Mechanical Project Manager Family		
Job Title	Mechanical Project Manager	Sr Mechanical Project Manager
Job Code	MMM214	MMM202
Pay Grade	46	48
Position Summary	Under the general direction of the Sr Director–Facilities Engineering and Construction or designee, the Mechanical Project Manager is responsible for managing the installation, operation, procurement and repair of infrastructure systems. The Mechanical Project Manager ensures the infrastructure systems comply with State Building Codes and regulations.	Under the general direction of the Sr Director–Facilities Engineering and Construction or designee, the Sr Mechanical Project Manager is responsible for managing the installation, operation, procurement and repair of infrastructure systems. The Sr Mechanical Project Manager ensures the infrastructure systems comply with State Building Codes and regulations.
Essential Functions /Scope	<ul style="list-style-type: none"> * Responsible for overseeing project engineering, design, and construction * Responsible to act as the Project Designer, as defined by MGL Chapter 7-38A ½, and affix a Massachusetts Seal of Registration as required by the Massachusetts State Building Code * Responsible for overseeing capital improvement projects, reviews and approves studies, design plans, specifications, cost estimates, and schedules * Responsible for analyzing, confirming and modifying project scope, budgets and schedules * Maximize staff output by coordinating available personnel with current workload * Supervise development and maintenance of various databases, architectural standards and specification. * Synthesize interdependent elements, develop strategies, recommend alternatives, and implement action plans for routine and unanticipated projects and studies * Set departmental goals and define organizational structure; interview, select, orient, train, and provide overall supervision of assigned staff; review and evaluate personnel performance * Develop, recommend and implement departmental operating policies, systems and procedures 	<ul style="list-style-type: none"> * Responsible for overseeing project engineering, design and construction, including management of staff and consultants, within defined objectives and approved budgets * Oversee all professional mechanical design services ensuring quality standards and code interpretations * Responsible for management and tracking of outside projects and facility operations pertaining to the Division of Capital Asset Management
Required Qualifications	<p>Bachelor's degree in Civil, Electrical, or Mechanical Engineering or equivalent experience</p> <p>7-9 years of supervisory experience on mechanical projects</p> <p>Demonstrated knowledge of building design process, mechanical/electrical systems, construction methods and materials</p> <p>Ability to manage mechanical construction projects from conception through implementation</p> <p>Working knowledge of building codes and environmental and safety regulations</p> <p>Excellent communication skills to interact with staff at all levels</p>	<p>Bachelor's degree in Civil, Electrical, or Mechanical Engineering or equivalent experience</p> <p>Current registration as a Professional Engineer/Mechanical in the State of Massachusetts</p> <p>9+ years of supervisory experience on mechanical projects</p> <p>Extensive knowledge of building design process, mechanical/electrical systems, construction methods and materials</p>
FLSA Status	Exempt	Exempt
Promotional Process	Requisition	Requisition or In-family Promotion from Mechanical Project Manager