



**MECHANICAL ENGINEER**  
**Public Works – Engineering Division**  
**Salary: \$75,107.00**

This is a professional level position which provides technical expertise in the field of mechanical engineering for the Facilities Division of the Department of Public Works. Responsibilities include design development and the preparation of construction documents, and acting as Project Manager over selected projects. In addition, the incumbent works with county departments to meet user needs and to resolve heating, ventilating and air conditioning problems. General supervision is received from a higher level administrative employee. Technical supervision is exercised over building maintenance staff. This is a provisional position pending a future civil service examination.

**TYPICAL WORK ACTIVITIES:**

Prepares design and construction documents on mechanical engineering projects for public bidding; Prepares cost estimates for mechanical systems in renovation and new construction projects; performs field inspections on renovation and new construction projects to ensure compliance with mechanical engineering specifications and codes; works with departments to ascertain mechanical engineering related requirements; develops proposals to meet such needs; investigates extraordinary complaints related to mechanical engineering systems and recommends corrective action if warranted; researches new mechanical engineering systems materials, methods and technologies for appropriate application; Establishes, monitors and revises technical standards for preventive maintenance programs on all mechanical systems; prepares reports and special projects as requested; acts as project manager over assigned projects; does related work as required.

**MINIMUM QUALIFICATIONS:**

- EITHER: (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in mechanical engineering or a closely related field and four (4) years of full-time paid work experience in the field of HVAC design, operation or management;
- OR: (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in mechanical engineering or a closely related field and six (6) years of experience as described in (A) above;
- OR: (C) An equivalent combination of training and experience as indicated in (A) and (B) above.

**SPECIAL REQUIREMENT:**

Possession of a valid New York State Driver license at time of application, appointment and to maintain position.

**FINGERPRINTING:** A fingerprint supported background investigation is required before an appointment is made to some positions. Pursuant to New York State Executive Law, the Division of Criminal Justice Services requires that a fee accompany each such request for a search. It is due once a job offer is made and accepted by the applicant.

For immediate consideration, submit an application on or before April 20, 2018 to:

Dutchess County Department of Human Resources  
22 Market Street, Poughkeepsie, NY 12601  
Phone: 845-486-2169  
Website: [www.dutchessny.gov](http://www.dutchessny.gov)  
An EEO/AA Employer

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