

Assistant Director of University Renovations and  
Engineering  
Old Dominion University

Direct Link: <https://www.AcademicKeys.com/r?job=236300>

Downloaded On: Jun. 30, 2024 8:42am

Posted May 20, 2024, set to expire Oct. 31, 2024

<b>Job Title</b>	Assistant Director of University Renovations and Engineering
<b>Department</b>	PLANNING/ESTIMATING
<b>Institution</b>	Old Dominion University Norfolk, Virginia
<b>Date Posted</b>	May 20, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Associate/Assistant Director
<b>Academic Field(s)</b>	Facilities Operations
<b>Job Website</b>	<a href="https://jobs.odu.edu/postings/20920">https://jobs.odu.edu/postings/20920</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

### Job Description

This position serves as the leader of the unit responsible for completing campus improvement and repair projects as well as providing engineering and technical support to the ODU Campus. Responsibilities include supervising a staff of engineers and project managers. Work includes technical support, procurement strategy, financial oversight and guidance for projects managed by the Department as well as Engineering of campus infrastructure and building systems to ensure functionality, resilience, and safety.

### Knowledge, skills and abilities

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- Considerable knowledge of procurement practices and budgeting, especially as it relates to professional services and construction contracts. Considerable knowledge of operations and maintenance of institutional buildings including infrastructure elements and building systems.
- Considerable knowledge of engineering principles and techniques of engineering planning: of equipment and materials used in engineering operations; of specialized subjects used in the fields of engineering, such as mathematics, statistics, mechanics, power, physics and of strength of materials.
- Considerable knowledge of design criteria such as NEC, ASHRAE and other engineering standards and building codes. Effective verbal and graphical communication skills with designers, engineers, contractors, and shop mechanics.
- Demonstrated ability to lead and develop a team to achieve a unified vision and associated goals.
- Demonstrated ability to make, read and interpret engineering drawings and specifications.
- Demonstrated ability to handle multiple priorities; manage contracts; analyze problems and make sound decisions and offer recommendations to practical engineering problems; and provide technical and policy support.
- Demonstrated ability to proactively collaborate with stakeholders.
- Demonstrated ability to use computer and standard office software including Microsoft Office products.

**Special licenses, registration or certification**

Licensed in Virginia as a Professional Engineer or a Registered Architect or licensed in another state and able to obtain Virginia licensure within 6 months of employment.

**Education or training**

Bachelor degree in Engineering, Architecture, or closely related discipline from an accredited school.

**Level and type of experience**

- Considerable experience in operations, maintenance and/or construction of building mechanical/electrical systems and/or utility systems.
- Considerable experience in the design, analysis, condition assessment, project engineering and facilities engineering in the field of mechanical building systems.
- Working experience with energy savings projects and project management.

**Additional Considerations (supplemental knowledge, skills, abilities, education, experience, licensure, certification)**



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Considerable experience with CAD and project management software. Working experience with Virginia DEB. Working experience in Higher Education. Some experience with stormwater and floodplain management requirements. Certified PMP.

### **Conditions of Employment**

Facilities Management employees are considered essential personnel and subject to working during university closings.

This position is designated as sensitive. A fingerprint-based criminal history check will be required of the final candidate.

This position is required to complete a Statement of Personal Economic Interest upon hire in accordance with the Code of Virginia.

This is an open until filled recruitment. This recruitment may close after the five-day required posting period when a suitable pool of applicants has been generated.

Annual Salary/Hourly Rate Salary commensurate with education and experience

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**