

MORGAN STATE UNIVERSITY

JOB SPECIFICATON



STATIONARY ENGINEER ASSISTANT

Class Code: 6970
Pay Range: 2

FLSA Code: N/E (Non-Exempt)

JOB SUMMARY

Under general supervision, participates in on the job training and assists stationary engineers in the operation and maintenance of boilers, furnaces, and related equipment in a boiler plant.

PRIMARY DUTIES

1. Learns to record data such as temperature of equipment, hours of operation, fuel consumed temperature or pressure, water levels, voltage load and generator balance.
2. Learns to perform water titration tests and pours prescribed chemical additives as water softener.
3. Learns to adjust manual controls or overrides automatic controls to bring equipment into recommended ranges, following well-defined standards. Assists in switching to backup equipment or systems and shuts down equipment as directed.
4. Learns to inspect equipment at periodic intervals to detect routine malfunctions or need for repair, adjustment or lubrication. Oils and lubricates equipment as necessary.
5. Learns to assist in the repair and maintenance of furnaces and boilers. Blows down and washes boilers; scrapes and cleans flues; cleans pumps, screens, pipes and strainers, oil burners and gratings; removes ashes and clinkers.
6. Learns to maintain equipment by tightening fittings, repacking bearings, replacing packing glands, gaskets, valves, recorders and gauges. Replaces burners or other components.

Morgan State University Job Specification
Stationary Engineer Assistant
Page Two

7. Reports any developments which appear to lead to an unsafe operating condition to supervisor.
8. Learns to operate and maintain tools and equipment of the trade. Cleans work area upon completion of project.
9. Learns to read meters and gauges or automatic recording devices at specified intervals to verify operating conditions.
10. Cleans and maintains the fire and water side of fuel burning equipment.

Note:

The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Incumbents perform other related duties assigned. Specific duties and responsibilities may vary based upon departmental needs.

MINIMUM QUALIFICATIONS

REQUIRED KNOWLEDGE/SKILLS/ABILITIES

Ability to read and write, to follow oral and written instruction, to learn to read meters and gauges in order to verify operating conditions; to record data such as temperature or pressure, water levels, analysis of flue gasses, voltage load and generator balance; to adjust manual controls or override automatic controls to bring equipment into recommended or prescribed operating ranges; to operate assigned hand and power tools and equipment; to manipulate heavy equipment, tools, and supplies and/or exert force up to 70lbs.; to work in hazardous or irritating environments, confined spaces, and adverse weather and temperature conditions; to wear and work in personal protective equipment.

OTHER:

Except for qualifications established by law, additional related experience and formal education in which one has gained the knowledge, skills, and abilities required for full performance of the work of the job class may be substituted for the education or experience requirement on a year-for-year basis with 30 college credits being equivalent to one year of experience.

Morgan State University Job Specification
Stationary Engineer Assistant
Page Three

CONDITIONS OF EMPLOYMENT

Candidates selected for employment may be subject to medical inquiries and/or medical examination to determine ability to perform the job. Valid Maryland Non-Commercial Class C or equivalent driver's license may be required. Candidates selected for employment may be required to successfully complete an apprenticeship program and to acquire a second or third-grade stationary engineer license.