

Facilities Job Function

Utility Services Job Family

Level	Function/ Roles	Experience/ Education (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
58E	Utilities Manager II	Bachelor's degree or equivalent 7+ years of relevant utilities experience Mechanical trade license required	<ul style="list-style-type: none"> • Manages the operation and maintenance of distribution systems and energy management • Ensures safety, reliability and economic delivery of services • Develops and maintains contingency and emergency plans • Participates in the development of the department business plan • Responsible for leading service unit planning teams • Responsible for recruitment, staffing and training 	<p>IMPACT Significant impact on operations, resources, or University's reputation</p> <p>SCOPE Typically manages the utility services function for a medium sized facility or a large area within a large facility in a moderate risk area</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. The incumbent has discretion to make decisions within the scope of his/her responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

NOTE:

- 1) Individual positions will typically have most, but not necessarily all, of the Duties & Responsibilities listed
- 2) Grade Recommendations based on comparative review/analysis of internal positions and external market data.
- 3) E = exempt, N = non-exempt but outside HUCTW due to job content, grade and/or a Confidential / Supervisory exclusion