General Description
Organizes, schedules, and manages the building inspection program and completes an annual evaluation of each University facility, such as the assessment and ranking of building systems, walls, floors, ceilings, roofs, lights, elevators and fire alarm systems, and other building components supporting the mission of the individual facility.

Examples of Duties
- Conducts inspections, supervises the Zone personnel throughout the campus.
- Recommends system replacements to support capital projects, including appropriate cost estimates.
- Researches and recommends equipment, systems, materials, supplies, or tools to enhance the life of the facility.
- Evaluates preventative maintenance (PM) programs based on inspection data and industry standards.
- Audits PM and inspection data to assess the effectiveness of the PM program.
- Suggests changes to improve PM, monitors the impacts or changes.
- Maintains the facility condition database based on information collected during building inspections.
- Develops paint schedules.
- Participates in meetings.
- Reports to customers.
- Assists Zone Chiefs with annual maintenance contracts.
- Assists the Director of Planning.
- Develops project scopes and cost estimates to support the submission of Material Resource Recovery Facility (MRRF) and Minor Capital projects to the Board of Regents.
- Performs other duties as assigned.
- Creates building inspection programs.
- Hires and trains the building manager.
- Conducts in-depth building inspections.

Knowledge, Skills and Abilities
- Knowledge of all facility trades.
- Knowledge of operating compressors, pumps, chillers, cooling towers, electrical switchgear, boilers, water heaters, steam system components, fans, terminal units, Direct Digital Control (DDC), freezers, pneumatic systems, and associated components.

Minimum GSU Hiring Standards
Technical or vocational degree and five years building inspection and/or operations experience; or high school diploma or GED and seven years building inspection and/or operations experience; or a combination of education and related experience. Stationary Mechanical Engineer Certification preferred. International Code Council (ICC) Certification preferred or highly desirable.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.