

POSITION DESCRIPTION

TITLE: HVAC Maintenance Engineering Supervisor - Kansas City metro area

DATE: December 2016

Copaken Brooks, LLC is the largest and oldest family-owned commercial real estate management, leasing and development firm in Kansas City. We have 90 years of proven experience in playing a major role in where millions of people go to work and shop and were voted 2013 Small Business of the Year by the Kansas City Chamber of Commerce.

We are currently seeking an **HVAC Maintenance Engineering Supervisor** with commercial high-rise office building experience for our office buildings in the Kansas City metropolitan area. Qualified candidates will have a minimum of 10 years' experience responding to tenant calls in the maintenance and repair of commercial HVAC, refrigeration, electrical, plumbing, fire sprinkler and both pneumatic and electronic building control systems. In addition, qualified candidates must have working knowledge of pumps, commercial air handling units and systems and chiller plant equipment. This position includes supervisory responsibility for the daily activities of 5-6 maintenance and building engineers. Must be able to perform various inspections and follow-up on deficiencies to improve and maintain the physical appearance and mechanical integrity of the property and promote positive tenant and customer relations.

Qualified candidates **must** have:

- High school diploma or equivalent plus training, generally comparable to a comprehensive certification program or an associate's degree
- Minimum 10 years recent work experience in commercial office environment; on call for at least five (5) of the ten years
- Minimum three (3) years recent supervisory experience
- Working knowledge of pumps, commercial air handling units and systems and chiller plant equipment
- Electrical, plumbing and general carpentry experience
- Universal CFC license
- Valid driver's license and good driving record
- Basic computer knowledge
- Excellent communication and customer service skills.
- Willing and able to stand and walk for extensive periods of time
- Ability to lift up to 50 pounds (ladders, boxes, etc.)
- Working in all weather conditions, stressful situations and construction environments
- Willing to be on-call for emergency situations as well as rotational on-call duties

We offer competitive wage/benefits package
No phone calls please - EOE/M/F/D/V – Principals Only

To Apply: Qualified candidates who want to work in a fast-paced, challenging environment should send a resume, cover letter and salary requirements to hr@copaken-brooks.com. Please indicate the position for which you are applying.