

Career Group Concept & Illustrative Examples of Work

Facilities Planning and Design

(To Replace: UH Engineer I-III, UH Electronics Engineer I-II,
UH Mechanical Engineer I-II, UH Registered Engineer I-II, UH Architect I-II,
UH Registered Architect I-II and UH Facilities Planner I-II)

Career Group Concept:

This Facilities Planning and Design Career Group consists of professionals that are responsible for the planning, design, renovation, construction, and management/review of plans and specifications of specialized engineering projects, construction and/or alteration of buildings, facilities or equipment. Work may require the possession of a license in the field of specialty (e.g., electrical, mechanical, etc.) or an architect license as a professional architect. Positions in the Career Group range from entry level practitioner positions to positions of subject matter experts and/or program managers/administrators with responsibility to direct and oversee programmatic policies, program operations to include strategic planning, program development and service delivery.

Illustrative Examples of Work:

Note: The “Illustrative Examples of Work” are intended to serve as guides - not absolute standards. A position may be assigned to this Career Group when it meets the Career Group Concept and the majority of the position’s work time is associated with the performance of some of the described duties and responsibilities performed by positions in the Career Group.

Engineering: Defines, designs, constructs, maintains and analyzes a wide variety of electrical and mechanical devices, systems, major system components, scientific instruments, new buildings and renovations; reviews engineering plans and specifications and coordinates project/work activities with sub-contractors and University personnel; prepares cost estimates and bid documents; evaluates equipment and material replacement needs and staffing requirements; establishes and enforces quality assurance procedures; reviews architectural designs for conformity with requirements and overall budget; recommends and/or approves changes or revisions to designs, blueprints, specifications and work scheduling while insuring plans and specifications are in compliance with codes, university standards and state requirements and recommends changes as necessary; prepares budget estimates for major and long range projects including environmental impact studies; prepares and reviews technical reports and project data for accuracy, adequacy, validity, etc. for conformance to policies, regulations, consistency of test results and feasibility; recommends priority and duration of project

Career Group Concept & Illustrative Examples of Work

periods; plans, directs and supervises program operations to include the promulgation, implementation, interpretation and maintenance of policies, procedures, practices and systems; and supervises subordinate level professional, technical and/or clerical personnel.

Facilities Design and Construction: Formulates short and long range space requirements; plans, schedules and administers the work in the development of the physical facilities of a campus or campuses; converts data to physical space requirements and translates space requirements into planning program; makes preliminary and final working drawings and specifications for alterations; participates in the design, development and review of plans and specifications for construction, alteration, major repairs or capital improvement projects, including those from consultants and/or contract architects or engineers; participates in preparing and developing detailed specifications and cost estimates for proposed construction or alterations of buildings; reviews and approves designs, plans and specifications prepared by other unlicensed staff; serves as technical consultant on architectural matters for the university; makes final inspection of alteration and renovation projects performed by outside contractors and recommends final payment; plans, directs and supervises program operations to include the promulgation, implementation, interpretation and maintenance of policies, procedures, practices and systems and supervises subordinate level professional, technical and/or clerical personnel.