

Engineer, Building

Job Description

External Description

Description - External

Newmark Group, Inc. (Nasdaq: NMRK), together with its subsidiaries (“Newmark”), is a world leader in commercial real estate, seamlessly powering every phase of the property life cycle. Newmark’s comprehensive suite of services and products is uniquely tailored to each client, from owners to occupiers, investors to founders, and startups to blue-chip companies. Combining the platform’s global reach with market intelligence in both established and emerging property markets, Newmark provides superior service to clients across the industry spectrum. For the year ending December 31, 2022, Newmark generated revenues of approximately \$2.7 billion. As of September 30, 2023, Newmark’s company-owned offices, together with its business partners, operate from approximately 170 offices with 7,400 professionals around the world. To learn more, visit nmrk.com or follow @newmark.

Job Description:

Responsible for maintaining, troubleshooting, and repairing, or arranging for repairs of all building operating systems on the site. May be assigned to a single building as the sole engineer under a limited property size and scope. Must have reliable transportation and be available for after hour emergency calls.

Essential Job Duties:

- Responsible for all preventative maintenance, necessary maintenance and repairs to the buildings mechanical, electrical, HVAC and plumbing systems. Must be familiar with the location and have working knowledge of all building mechanical, electrical, HVAC, plumbing, life safety, fire protection and security systems to ensure proper operations and be able to act upon any conditions that are out of the ordinary.
- Conduct periodic general preventative maintenance on the mechanical, electrical, HVAC, and plumbing systems. This involves normal lubrication, adjustment, cleaning, replacement of consumable parts (such as filters, indicator lights, etc.), and periodic testing of the equipment. These systems include, but are not limited to; air handling units (including both rooftop and built-up units), re-circulating air systems, water pumping systems, cooling plant and all plumbing system components. Also, conduct general building maintenance, as needed.
- Be responsive to tenant requests in the areas of safety, plumbing, mechanical, electrical and environmental needs through both personal contact and work order systems.
- Prepare and maintain maintenance logs and records. Familiarity with preventative maintenance and work order software systems.
- Coordinate contractor, tenant and management approvals for work orders that require the use of an outside contractor. Maintain log of work order details.
- Perform all assigned work to ensure the safety of the building’s tenants and the continuous operation of the site.
- Be familiar with and conform to all written operating procedures associated with the site.
- Assist in snow and ice clearing operations, including the coordination of plowing and salting activities by outside vendors.
- Maintain organized building files.
- May perform other duties as assigned.

Skills, Education and Experience:

- High School Diploma.
- Minimum of 5 years previous building operations engineering experience.
- Must be CFC certified in high pressure discipline.
- Ability to handle multiple projects and make decisions.
- Proficient computer and e-mail skills.
- Holds any necessary/required licenses.
- Must have the ability to complete required safety classes that pertain to specific job duties.

Benefits and Perks:

- Industry leading Parental Leave Policy (up to 16 weeks)
- Generous healthcare
- Bright Horizons back-up care program
- Generous paid time off
- Education reimbursement
- Referral Program
- Opportunities to network and connect

Benefits/perks listed may vary depending on the nature of your employment with Newmark Knight Frank and the job location.

Working Conditions: Normal working conditions with the absence of disagreeable elements

Note: The statements herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties, and skills required of personnel so classified.

Newmark is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex including sexual orientation and gender identity, national origin, disability, protected Veteran Status, or any other characteristic protected by applicable federal, state, or local law.