

JOB DESCRIPTION

DATE	10 th May, 2021	DEPARTMENT	Facilities Management
APPROVED BY	Anton Montaut Technical Director	REPORTS TO	Facilities Manager Technical Director



MEP Engineer of Facilities Maintenance Department

Reporting to Facilities Manager & Technical Direction the MEP Engineer works as part of the Engineering maintenance team to maintain and operate show part elements and systems, Building FLS (Fire Life Safety), H&C water system, HVAC system, building equipment, and handle outside contractors working inside the Theater in a safe and consistent manner for “La Perle”.

Roles and responsibilities

- Ensure that all building systems are functional and maintained as per the Government guidelines.
- Ensures that CWS, FLS, and Equipment are inspected and certified by a 3rd party inspectors duly authorized by the governing Government bodies.
- Daily monitoring of temperature, humidity, and CO2 levels around the building as a reference for adjusting the AC set points to maintain the required environment conditions to protect the equipment.
- Daily monitoring of building general housekeeping to keep the building tidy and free from crawling and flying insects, ensuring that common areas specially with highly touch surfaces are being sanitized properly and regularly to prevent the spread of transmissible diseases such as Covid-19 virus.
- Daily check of utilities consumption for record and as basis of future plans for energy saving activities.
- Actively checking the areas around the building for possible damages or irregularities that might require immediate attention or repair before it can lead to a greater damage to other properties.
- Coordinate with all other Department heads and staff for any observed issues around the buildings or any new projects that may require inspection or may affect the BOH system.
- Participate in all activities in the building and ensure that it is fully coordinated to all department to avoid conflicts and accidents.
- Complete daily, weekly, and monthly internal inspections and ensure equipment for safe use and operation.
- Report all major issues to Facilities Manager & Technical Direction which may affect the show operation and can lead to greater risks to La Perle staff.
- Plan, coordinate, and issue work permits for all 3rd party contractors to work inside the Theater which includes giving a proper tool box meeting prior to start the work and ensure that safety protocols are faithfully followed by them.
- Immediately able to attend to issues called by technical departments especially during the shows which may affect the show operations.
- Maintain quality of work at all times to avoid rework and wasting of time and resources.

Qualifications

Education

- College diploma or equivalent experience in related field.

Experience

- Work experience in the same field is an advantage.
- Hands on experience in the field of work is required.
- Flexible in terms of time and work.

Other Skills

- Problem-solving skills.
- Electro-mechanical technical knowledgeable.
- Good communication skills.
- Good organizational skills.
- Knowledge of Microsoft Office Suite Software
- Fluency in English (written and spoken) is required.