



DUTY STATEMENT

☒	Current
☐	Proposed

Position Classification: Stationary Engineer	Working Title: Stationary Engineer
Position Number: 006-600-6712-101	CBID: R13
Work Week Group: 2	Work Hours: Monday – Friday, 7:30 a.m. – 4:00 p.m.
Command/Directorate/Unit: Camp SLO / Directorate of Public Works	Physical Work Location: 10 Sonoma Avenue, San Luis Obispo
Supervisor Name: Brian Owens	Supervisor Classification/Rank: Chief of Plant Operations II
Current Incumbent: Vacant	Effective Date: 8/1/2026
Position Requirements: ☐ Conflict of Interest Filer (Form 700) ☒ California Driver's License ☐ Class A ☐ Class B ☒ Class C ☐ Class C w/Endorsement: _____ ☐ Travel to Multiple Locations ☒ Occasional Travel ☐ Other (Specify): _____	
As an employee of the California Military Department (CMD), you are required to perform the essential functions of the position with or without reasonable accommodation. The incumbent is also expected to work cooperatively with internal staff/external partners and treat others fairly, honestly and with courtesy and respect. In addition to providing the highest level of customer service while meeting the CMD mission.	
Position Identification: Under general direction, perform preventative maintenance, system operation, performance monitoring, and remedial maintenance of boiler, heating, air conditioning, ventilating, lighting, power, and other mechanical systems.	
Essential Functions:	
40%	Perform variety of manufacturer-specified periodic maintenance on mechanical systems. Where such maintenance requires replacement of minor parts, fluids, filters and/or gases, incumbent will order and maintain stock of these items based upon the fixed preventive maintenance schedule. Identify system performance irregularities requiring remedial maintenance and perform repair or initiate warranty claim or a contract request. Responsible for inspecting, maintaining and repairing plumbing, heating, cooling, water, gas and sewer systems; perform electrical maintenance and repair work, repair shop equipment, replace light bulbs and LED lights, perform miscellaneous minor building construction and repair. Determine if operating systems are within acceptable parameters and initiate corrective action to return systems to proper performance. Start/stop systems based on seasonal requirements.
40%	Diagnose cause of failures or malfunctions and repair system components or initiate action for repair by others. Overseas and POC for maintenance contracts, grease and pest control service contracts. Perform miscellaneous culinary equipment service maintenance, and repairs for one main dining facility, and 3 auxiliary dining facilities.
15%	Estimates costs for labor and material, keep records and reports. Troubleshoot systems. Attend training as necessary. Performs monthly stationary generator inspections, updates logbooks, and oversees generator preventative maintenance service contract. Occasional travel to State facilities, training locations, and other designated work locations to perform job-related duties, attend training, and provide stationary engineering support as needed.
Non-Essential/Marginal Functions:	
5%	Other duties as assigned. Overtime may be required.
Knowledge, Skills, and Abilities:	

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Knowledge of:

Boilers and auxiliary boiler room equipment; heating, lighting, ventilating, air conditioning, power, refrigeration, building electric and pneumatic controls, water treatment and other mechanical or electrical equipment; the methods, tools, materials, and equipment used in the operation, maintenance and repair of such equipment.

Skills: N/A

Ability to:

Follow oral and written directions; demonstrate mechanical ability; keep accurate records; install, operate and make repairs to the various types of equipment listed above in the knowledge requirements; make written reports, read, interpret, and work from plans, drawings and specifications; lay out work for others and direct them in this work; analyze situations accurately and take effective action.

Required Qualifications:

Possession of a valid driver license issued by the Department of Motor Vehicles.

Desirable Qualifications:

- Read, speak and write in English
- Willingness to carry a cell phone and be available for call backs on weekends, holidays, and after duty hours
- Ability to work occasionally over time, and willingness to work around inmate labor.
- EPA 608 Refrigeration License.

Work Environment:

- In a Military environment
- Moderate exposure to various types of weather
- Possible exposure to bio-hazardous materials, chemicals, and equipment.

Physical/Mental Abilities:

- Maintain sufficient strength, agility, and endurance to perform during stressful situations encountered on the job
- Ability to sit or stand for long periods of time
- Ability to lift or carry boxes, files, etc.
- Require reaching, turning, kneeling, laying
- Understand and follow safety procedures
- Read, understand, follow, and enforce policy and procedures
- Provide verbal and written direction
- Deal with problems involving staff

Equipment Used:

- Equipment used in the operation and repair of plumbing, heating, cooling, electrical, water and sewer systems
- Soldering equipment
- Sheet metal shears
- Benders
- Tack welder
- Acetylene and Oxygen tanks
- Pick up
- Refrigeration HVAC equipment
- Utility truck

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Employee Certification:

This duty statement reflects the typical duties of the essential functions described for the position. It is not considered an all-inclusive list of work requirements. I have read and discussed the duties of this position with my supervisor and understand I may perform other duties as assigned, including but not limited to, work in other functional areas to cover absences, peak work periods, or balance workload.

I certify I possess qualifications, including but not limited to, integrity, initiative, dependability, good judgment, and the ability to work cooperatively with others. Additionally, I am able to perform the assigned duties with or without reasonable accommodation. Should I have any concerns performing the assigned duties, I will discuss them with the hiring manager who will provide information for the Return-To-Work Coordinator.

I have read the duty statement and discussed the duties with my supervisor.

Employee Name (Print)	Signature	Date
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Supervisor Statement:

I have discussed the duties outlined in the duty statement and provided a copy to the employee.

Supervisor Name (Print)	Signature	Date
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State Personnel Office Use Only

State Personnel Certification: Approval

C&P Analyst Name (Print)	Signature	Date
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