



**JOB DESCRIPTION  
ENGINEER II**

<b>JOB TITLE: ENGINEER II</b>	<b>DEPARTMENT: ENGINEERING</b>
<b>REPORTS TO: CHIEF ENGINEER</b>	<b>FLSA STATUS: NON-EXEMPT</b>
<b>PREPARED BY: HR</b>	<b>EFFECTIVE DATE: 1/31/18</b>

**SUMMARY:**

Entry level: maintain guest rooms, restaurant, spa, administrative offices and all other public areas of the property. Engineer 2 works closely with Housekeeping, Guest Services and grounds staff on various outdoor projects.

**DUTIES AND RESPONSIBILITIES:**

- Maintains buildings and guest rooms by performing minor and routine painting, plumbing, electrical wiring, and other maintenance related activities.
- Service pools and spas for cleanliness, chemical composition and keep inventory of pool chemical stocked.
- Service and maintain assigned property carts.
- Report to Asst. Chief Engineer when repairs to lighting, heating and ventilating equipment are needed.
- Required to write notes to other staff members and make log book entries.
- Support safe work habits and a safe working environment at all times.
- Other duties and jobs may be assigned as needed by supervisor.

**QUALIFICATIONS:**

- Previous experience in this capacity or environment a plus.
- Ability to carry out instructions furnished in written, oral or diagram form.
- Ability to deal with problems involving several concrete variables in standardized and non-standardized situations.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedural manuals.
- Should have good interpersonal skills.
- Must have a desire for learning and personal growth.
- Must be able to work independently.
- Must provide valid document(s) to work in the US.
- Must meet legal age requirements for the position.

**EDUCATION:**

- High school diploma or equal to a GED.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met successfully to perform the essential functions of this job. Reasonable accommodations made to enable individuals with disabilities to perform the essential functions.

- Must be able to lift 75 lbs.
- Must be able to stand and walk for long periods of time.

**LANGUAGE SKILLS:**

- Must speak and communicate in English.
- Must be able to clearly communicate with guests, management and coworkers.

**CERTIFICATES & LICENSES:**

- Valid California Driver License is required.

**WORK ENVIRONMENT:**

At times, the work will be performed in dirty, dusty, dark, wet, damp or unpleasant conditions. There will be times when the employee is required to work in supervised hazardous situations requiring utmost attention to their surroundings. The work environment at Bernardus Lodge ranges from winter time lows of 20 degrees to summer time highs to 100 + degrees. While performing these duties the employee may be exposed to outdoor and inclement weather conditions.

**GROOMING & UNIFORM:**

Employee must wear uniform at all times during scheduled hours. Uniforms are the property of Bernardus Lodge & Spa. Uniforms that have been tampered or destroyed will be the responsibility of the employee and disciplinary action will apply.

- Hair must be clean and kept at a reasonable length.
- No extreme dying or bleaching of hair is permitted.
- Fingernails must be clean and well-trimmed at all times.
- Antiperspirant or deodorant must be worn.
- Any self-inflicted marking (tattoo) on the body cannot be observed by the public.
- Cologne or perfume may be worn at a minimum.
- Nametags must always be worn, unless your department has a specific policy to the contrary.

See Employee Handbook for detailed policies.

**Apply online at [www.bernarduslodge.com](http://www.bernarduslodge.com) or in person at 415 W. Carmel Valley Road, Carmel Valley, CA 93924**