

Job Description

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| **Position Title: H V A C Technician** **Reports To: Site Supervisor** **Location:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Role Description:****To ensure the site is functioning smoothly****Key Responsibilities*** Perform skilled, complex work in the repair, maintenance and installation of heating, ventilating, air conditioning and steam distribution equipment and systems.
* Operate a variety of equipment as needed to perform work
* Install, maintain and repair computerized electronic pneumatic devices related to HVAC control.
* Operate various measuring and testing instruments
* Requisition materials from stockroom and controls storage of materials
* Maintain electronic / pneumatic testing equipment
* Call and work with vendors to arrange service for warranted parts, select
* appropriate replacement parts and trouble shoot problems.
* Read blueprints, piping and wiring diagrams.
* Perform brazing, soldering, pipefitting and welding.
* Maintain underground steam distribution system through repair and / or replacement of parts.
* Estimate time and materials required on work orders.
* Perform preventive maintenance on related equipment assigned by the Supervisor/Manager.
* Maintain work area and equipment in a clean and orderly condition following all prescribed regulations.
* Attend all scheduled staff training and safety meetings.

**Key Competencies:*** ITI (Industrial Trade Institute) certificate
* Ability to troubleshoot related systems
* Communicate and collaborate with facility personnel
* Pro-active
* Disciplined
* Organized
* Service-attitude

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