HVAC SYSTEMS MECHANIC

GENERAL STATEMENT OF DUTIES: Performs skilled installation, repair and maintenance work on heating, ventilating and air conditioning (HVAC) equipment; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is skilled work involving responsibility for efficient installation, maintenance and repair of a variety of HVAC equipment. Although employees in this class, by reason of personal training and experience, generally devote most of their time to work in a single, specialized field, they may be required to work alongside other skilled or semi-skilled personnel as the occasion demands. Immediate supervision may occasionally be exercised over the work of Building Maintenance Helpers.

EXAMPLES OF WORK:

-Calibrates, replaces, repairs all HVAC equipment that requires maintenance and inspections, such as thermostats, VAV boxes, defusers, valves, etc.;
-Keeps records of preventive maintenance and inspections performed on all HVAC equipment;
-May be required to perform minor refrigeration repairs;
-Assists and works with the other skilled trade personnel (electrician, plumber and carpenter);
-Performs seasonal start-up and shut-down of all chillers, boilers and individual A/C units;
-Performs preventive maintenance on the humidification system (start-up, cleaning and shut-down);
-Performs preventive maintenance on air handlers, air compressors and circulating pumps, etc.;
-Responsible for layout and installation of new ductwork or piping;
-Assists in a variety of tasks in connection with the general maintenance and repair of buildings and equipment.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Thorough knowledge of the practices, processes, materials, technica1 manuals, and tools of the principle trade in which the experience has been gained; good knowledge of HVAC repairs and maintenance; ability to understand oral and written directions; mechanical aptitude; dependability; thoroughness and physical condition commensurate with the demands of the position.

ACCEPTABLE EXPERIENCE AND TRAINING: Graduation from high school or possession of a high school equivalency diploma AND;

(A) Graduation from a regionally accredited or New York State registered college with an associate degree in air conditioning/heating technology or a related field and two years of technical work experience in the HVAC field; **OR**

(B) Four years of technical experience in the HVAC field; **OR**

(C) Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

Competitive Class
Amended CSC Action 12/16/91