



## JOB INFORMATION

|                         |                          |
|-------------------------|--------------------------|
| Job Code                | ND13                     |
| Job Description Title   | Tech I, Plant Operations |
| Pay Grade               | ST12                     |
| Range Minimum           | \$43,740                 |
| 33rd %                  | \$51,030                 |
| Range Midpoint          | \$54,670                 |
| 67th %                  | \$58,320                 |
| Range Maximum           | \$65,610                 |
| Exemption Status        | Non-Exempt               |
| Approved Date:          | 1/1/1900 12:00:00 AM     |
| Legacy Date Last Edited | 7/2/2018                 |

## JOB FAMILY AND FUNCTION

|               |                             |
|---------------|-----------------------------|
| Job Family:   | Production & Skilled Trades |
| Job Function: | Utilities                   |

## JOB SUMMARY

Under close supervision, maintains boiler and hot-loop water chemistry and performs routine repairs and preventative maintenance to a variety of district energy chilled water and heating plant equipment.

## RESPONSIBILITIES

- Performs preventative maintenance on motors, pumps, boilers, cooling towers, pneumatic and digital controls, valve actuators and operators, and flow meters. Performs seasonal transitions of systems to and from heating and cooling.
- Performs basic repairs of district energy chilled water and heating plant equipment including: motors, pumps, boilers, cooling towers, pneumatic and digital controls, valve actuators and operators, and flow meters.
- Maintains boiler (steam and condensate) and secondary hot-loop water chemistry. Assists contracted water treatment specialist with installation and maintenance of primary hot water, chilled water, and condensing water energy plant systems.
- Will be responsible for meeting and maintaining training and certification requirements as outlined by the Auburn University Facilities Management Policy: "Training, Education, and Certification Requirements for Mechanical and Electrical Trades Personnel".
- May be required to serve in an on-call status and remain work-ready when scheduled for an on-call period or rotation. Work-ready status requires an employee to return to the worksite within forty-five minutes while being physically and mentally unimpaired and fit for duty, able to safely perform all essential job functions with no risk to self, coworkers, students, public, or property.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

## SUPERVISORY RESPONSIBILITIES

|                            |                                                                                                                                       |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Supervisory Responsibility | May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees. |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------|

## MINIMUM QUALIFICATIONS

**To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum**

requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

## MINIMUM EDUCATION & EXPERIENCE

| Education Level            | Focus of Education            |     | Years of Experience | Focus of Experience                                                                                               |    |
|----------------------------|-------------------------------|-----|---------------------|-------------------------------------------------------------------------------------------------------------------|----|
| High School Diploma or GED | High School diploma required. | and | 2 years of          | Experience in installation, maintenance, repair, and operation of a wide array of common plant system components. | Or |

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

|                                                                                                                                                                                                                                      |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Knowledge of HVAC and refrigeration theory and principles.                                                                                                                                                                           |  |
| Knowledge of HVAC and refrigeration system operations.                                                                                                                                                                               |  |
| Knowledge and understanding of major HVAC system components (i.e. what they do, how they work, and how to install or replace them).                                                                                                  |  |
| Knowledge of preventative maintenance practices for district energy systems.                                                                                                                                                         |  |
| Basic knowledge of pumps, motors, and related system flow characteristics.                                                                                                                                                           |  |
| Basic knowledge of electrical systems.                                                                                                                                                                                               |  |
| Basic knowledge of single phase and three phase electrical systems including wire sizing.                                                                                                                                            |  |
| Basic knowledge of water chemistry standards for steam, condensate, chilled water, condensing water, and heating water systems.                                                                                                      |  |
| Knowledge of workplace safety and safe work practices.                                                                                                                                                                               |  |
| Understanding of industrial safety procedures and practices pertaining to working around operating equipment.                                                                                                                        |  |
| Ability to perform preventative maintenance on district energy equipment such as chiller (evaporator and condensor), water tubes, boiler fire tubes, distribution system pumps and motors, valves, valve actuators, and flow meters. |  |
| Ability to maintain and troubleshoot district energy system operations:                                                                                                                                                              |  |
| -Properly maintain set points for automated chilled water system staging.                                                                                                                                                            |  |
| -Operate system to maintain adequate differential pressure across all plants and buildings.                                                                                                                                          |  |
| -Operate system to maintain required temperatures across all plants and buildings.                                                                                                                                                   |  |
| Ability to assist in the installation, repair, and/or replacement of district energy system components such as pumps, motors, valves, flow meters, variable frequency drives, heat exchangers, and water softeners.                  |  |
| Ability to wire circuits and components.                                                                                                                                                                                             |  |
| Ability to read blueprints.                                                                                                                                                                                                          |  |
| Ability to read electrical and mechanical system drawings.                                                                                                                                                                           |  |

## MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications                        | Licenses/Certification Details | Time Frame      | Required/Desired |     |
|------------------------------------------------|--------------------------------|-----------------|------------------|-----|
| DL NUMBER - Driver License, Valid and in State | "Any State"                    | Upon Hire       | Required         | And |
|                                                | Universal Refrigerant Card     | within 180 Days | Required         |     |

## PHYSICAL DEMANDS & WORKING CONDITIONS

|                            |       |
|----------------------------|-------|
| Physical Demands Category: | Other |
|----------------------------|-------|

## PHYSICAL DEMANDS

| Physical Demand               | Never | Rarely | Occasionally | Frequently | Constantly | Weight     |
|-------------------------------|-------|--------|--------------|------------|------------|------------|
| Standing                      |       |        |              | X          |            |            |
| Walking                       |       |        |              | X          |            |            |
| Sitting                       |       |        | X            |            |            |            |
| Lifting                       |       |        |              | X          |            | 50-100 lbs |
| Climbing                      |       |        |              | X          |            |            |
| Stooping/ Kneeling/ Crouching |       |        |              | X          |            |            |
| Reaching                      |       |        |              | X          |            |            |
| Talking                       |       |        | X            |            |            |            |
| Hearing                       |       |        |              | X          |            |            |
| Repetitive Motions            |       |        |              | X          |            |            |
| Eye/Hand/Foot Coordination    |       |        |              | X          |            |            |

## WORKING ENVIRONMENT

| Working Condition      | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Extreme cold           |       |        |              |            | X          |
| Extreme heat           |       |        |              |            | X          |
| Humidity               |       |        |              |            | X          |
| Wet                    |       |        |              |            | X          |
| Noise                  |       |        |              |            | X          |
| Hazards                |       |        |              |            | X          |
| Temperature Change     |       |        |              |            | X          |
| Atmospheric Conditions |       |        |              |            | X          |
| Vibration              |       |        |              |            | X          |

### Vision Requirements:

Ability to see information in print and/or electronically.