
Auburn University Job Description

Job Title:	Tech I, HVACR	Job Family:	No Family
Job Code:	ND18	Grade 31:	\$31,300 - \$52,100
FLSA status:	Non-exempt		

Job Summary

Under close supervision, performs routine repairs and preventive maintenance to a variety of building heating, ventilating, air conditioning, and refrigeration (HVACR) equipment.

Essential Functions

1. Performs routine repairs and preventive maintenance to a variety of building heating, ventilating, air conditioning, and refrigeration (HVACR) equipment including air handling units, chillers, heat pumps, exhaust fans, fan coil units, variable air volume boxes, motors, pumps, air distribution machinery, pneumatic and digital controls, hot and chilled water distribution and variable volume systems. Performs seasonal transitions of systems to and from heating and cooling.
2. Performs basic repairs of HVACR systems and equipment including air handling units, chillers, heat pumps, exhaust fans, fan coils units, variable air volume boxes, motors, pumps, air distribution machinery, pneumatic and digital controls, hot and chilled water distribution and variable volume systems.
3. Assists in major component replacement and systems repairs under the supervision of higher level technicians. Assists in executing HVACR system repair projects, such as the replacement of air handling units, chillers, or boilers as well as emergency repair efforts to repair such units.
4. May 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".
5. 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.

Supervisory Responsibility

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

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	High School	High School diploma required. Associate's degree or vocational training in HVACR Building Control Systems or related field preferred.
Experience (yrs.)	2	Experience as an HVACR technician.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Knowledge of HVAC and refrigeration theories, principles, and systems operations.

Knowledge of understanding of all major HVACR system components; what they do, how they work, and how to install or replace them.

Knowledge of preventative maintenance practices for HVACR systems.

Basic knowledge of electrical systems, single phase and three phase electrical systems including wire sizing.

Basic knowledge of generator operation and repair, workplace safety, and safe work procedures.

An understanding of industrial safety procedures and practices pertaining to working around operation equipment.

Skills:

Ability to perform preventative maintenance on HVACR equipment, such as changing filters and belts, cleaning units, working on thermostats, valves, ductwork, gauges, diffusers, etc.

Ability to troubleshoot and repair HVACR systems including proper recovery/reclaiming or refrigerant, finding and correcting superheat or sub cooling, sweat cooper, soldering/brazing, insulating refrigerant lines, performing leak test, flush lines.

Ability to assist in the installation, repair, and/or replacement of common HVACR system components such as AHUs, VAVs, DX Units, Hydronic systems, chillers, boilers, variable frequency drives, and heat exchangers.

Ability to wire circuits/components.

Ability to read blueprints and electrical and mechanical system drawings.

Certification or Licensure Requirements

Valid Driver's License.

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Universal Refrigerant Card or must obtain within the first 90 days of employment.

Physical Requirements/ADA

Frequent heavy or intense physical requirements, combined with exposure to a number of disagreeable elements, such as heat, cold, noise, dust, dirt, chemicals. Injury may require professional treatment or hospitalization. Constant precautions required.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, climbing or balancing, talking, hearing, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires sitting, stooping/kneeling/crouching/crawling, and lifting more than 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 7/2/2018
