

## HVAC SYSTEMS TECHNICIAN II

**DISTINGUISHING FEATURES OF THE CLASS:** The incumbent in this position performs semi-skilled work in the operation of heating, ventilation and air conditioning (HVAC) equipment at County facilities. The position requires knowledge of the operation, repair, and maintenance of large complex systems including, but not limited to, boilers, chillers, cooling towers, air handlers, pumps and associated control equipment. The work is performed under general supervision allowing for the exercise of independent judgement in carrying out the details of the work. May work independently. May oversee the work of subordinate staff. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Maintains HVAC equipment and controls at designated County facilities for building comfort levels at predetermined limits;

Inspects HVAC equipment periodically to insure efficient operations and makes adjustments as required;

Inspects meters and gauges to insure that system operations are in accordance with specified instructions and/or parameters;

Observes, operates, repairs and calibrates pneumatic and electronic control systems;

Carries out preventative maintenance schedules;

Assists with installation, repairs and maintenance of HVAC and other building systems equipment;

Makes minor repairs to sheetmetal ductwork and fabricates simple sheetmetal assemblies;

Fabricates miscellaneous items of equipment not commercially available or when so required to meet special situations;

Interprets oral and written instructions, including technical manuals, drawings/blueprints, specifications/plans;

Investigates complaints regarding HVAC operation and makes appropriate repairs or recommendations;

May direct the work of others and review while in progress and upon completion;

May be required to update skill levels through additional education/training relating to new developments in the HVAC field.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:**

Good knowledge of the principles and practices involved with the operation of large complex HVAC systems, auxiliary equipment and controls;

Good knowledge of the construction and safe and efficient operation of large complex HVAC systems and auxiliary equipment and controls;

Good knowledge of methods, materials and test equipment associated with the operation and maintenance of large complex HVAC systems, auxiliary equipment and controls;

Skill in reading and interpreting technical manuals, sketches, drawings and blueprints;  
Ability to diagnose and solve HVAC problems;  
Ability to use hand and power tools of the mechanic, plumbing and refrigeration trade;  
Ability to use diplomacy, good judgment and tact in effectively communicating with building occupants, general public, county employees and contractors;  
Ability to climb, stoop and do moderately heavy lifting;  
Ability to layout work;  
Mechanical aptitude;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma and three years experience operating and maintaining complex HVAC systems, auxiliary equipment and controls in a facility.

**NOTE:** Education and/or training at a regionally accredited or New York State registered or college, university or technical school in heating, ventilation, air conditioning or closely related field may be substituted for experience on a year-for-year basis.

SPECIAL REQUIREMENTS:

- 1) Certification as a ~~Type I~~ Refrigerant Transition and Recovery Technician as required by the Code of Federal Regulations, Part 82, Subpart F, and approved by the Environmental Protection Agency within 1 year of appointment.
- 2) Possession of the appropriate level Motor Vehicle Operator's License at time of appointment.

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COMPETITIVE