

HEATING, VENTILATING AND AIR CONDITIONING (HVAC) TECHNICIAN IV

NATURE AND VARIETY OF WORK

This is responsible level lead/supervisory and manual work in the installation/maintenance/repair of a variety of heating, ventilating and cooling systems used within County buildings, offices and facilities. Work is performed under general supervision. Incumbents may function as project leaders over subordinate trades personnel and may function as assistants to the Master Heating, Ventilating, and Air Conditioning (HVAC) Technician.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Reads, analyzes, interprets engineering schematics/plans/specifications to constantly determine project compliance with established codes and standards.

Makes daily work assignments to subordinate staff.

Makes daily on-site visual inspections of County owned buildings in order to monitor the operation of heating/cooling/ventilating systems proper operation; diagnoses malfunctions and test units requiring repair and overhaul.

Procures (e.g., draws from stock, requisitions, buys) materials, tools, equipment and supplies for installation/maintenance/repair work.

Investigates service requests/complaints from building occupants/management/general public; determines appropriate actions; resolves complaints.

Installs, connects, adjusts and repairs air conditioning units of various tonnages and BTU outputs, including accessories and components such as compressors, condenser coils, water circulating pumps, valves, check valves, safety valves, fans, blowers, etc.

Performs periodic preventative maintenance/service; maintains required unit operation, maintenance, and other records; maintains supplies and parts on hand.

Plans, lays out and performs all operations required to diagnose difficulties; installs, adjusts, repairs and maintains all types of HVAC equipment.

Willingly and cooperatively performs tasks and duties which may not be specifically

7130 - HVAC Technician IV

listed in the class specification or position description, but which are within the general occupational category and responsibility level typically associated with the employee's class of work.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES

Considerable knowledge of the procedures essential to the upkeep of air conditioning, heating and ventilating equipment, including refrigeration theory, pipe fitting and structural layout.

Considerable knowledge of the basic principles of air conditioning, heating, and ventilating.

Considerable knowledge of the tools, equipment, materials and parts of the trade.

Considerable knowledge of codes and ordinances relative to air conditioning, heating and ventilating.

Skill in the use of measuring and checking instruments.

Skill in the use of hand tools applicable to the trade.

Ability to interpret blueprints, specification sheets, and parts and repair manuals.

Ability to detect malfunctions; correct problems or make recommendations for corrections.

Ability to lead lower level subordinates.

MINIMUM QUALIFICATIONS

Graduation from high school, plus progressively responsible experience in the installation/maintenance/repair of heating, ventilating and cooling equipment; or any equivalent combination of education, training and experience which provides the required knowledges, skills and abilities.

CONDITIONS OF EMPLOYMENT

Good physical condition.

Valid driver's license.

Willingness to respond to 24-hour emergency service calls.

CREATED: 10/88