AUBURN
Human Resources

Sr. HVACR / Equipment Mechanic

Job Description

JOB INFORMATION

Job Code	AA63
Job Description Title	Sr. HVACR / Equipment Mechanic
Pay Grade	ST14
Range Minimum	$50,890
33rd %	$61,070
Range Midpoint	$66,150
67th %	$71,240
Range Maximum	$81,420
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	11/10/2022

JOB FAMILY AND FUNCTION

Job Family:	Production & Skilled Trades
Job Function:	HVAC

JOB SUMMARY

Performs skilled maintenance and repair of HVAC, refrigeration, and other physical building systems. Leads and sometimes directs the work of others.

RESPONSIBILITIES

- Performs replacement and repairs of existing HVAC systems throughout Student Residence and Dining Halls and/or other Auxiliary Services facilities as directed (motor changes, coil repairs and replacements, fan repairs and replacements, etc.).
- Conducts scheduled preventative maintenance on HVAC systems throughout Student Residence and Dining Halls and/or other Auxiliary Services facilities as directed (filter changes, coil cleanings, belt replacements, etc.).
- Performs installation and startup procedures of commercial kitchen and refrigeration equipment.
- Monitors, maintains, and repairs building automation and control systems (sensors, controls, thermostats, actuators, etc.).
- Maintains and repairs building systems for Student Residence and Dining Halls and/or other Auxiliary Services facilities as directed (mechanical systems, chilled and heating water systems, domestic hot water systems, pneumatic systems, etc.).
- Diagnoses, repairs, and maintains all forms of commercial kitchen equipment. This includes: a) Ovens, dish machines, mixers, slicers and grinders, etc., and b) Low temperature and medium temperature refrigeration systems.
- Removes and relocates existing kitchen equipment.
- Responds to emergency after-hours calls.
- Supervises/leads other employees on jobs.
- Orders all repair parts and stocks inventory for all equipment in the dorms and dining venues.
- Oversees/supervises onsite contractor repair operations on assigned properties.

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	General	and	6 years of	Experience with maintenance on refrigeration and commercial kitchen equipment. Experience with maintenance on HVAC systems. Experience with plumbing and electrical systems. Experience leading/mentoring other less experienced staff.	

Substitutions Allowed for Experience	Yes

Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Must have knowledge of HVAC systems, electrical systems, kitchen and refrigeration systems, comfort cooling principles, plumbing, gas pipe fitting, and pneumatic controls.

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State	Valid drivers license	Upon Hire	Required	And
EPA (AHERA) - Asbestos/Environmental Protection	EPA universal refrigerant license	Upon Hire	Required	And
Certified HVAC Technician	orth American Technician Excellence (NATE) HVAC Support Technician Certification	Upon Hire	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					
Climbing				X		
Stooping/ Kneeling/ Crouching				X		
Reaching				X		

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
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.