AUBURN
Human Resources

Insulator, Mechanical

Job Description

JOB INFORMATION

Job Code	NB20
Job Description Title	Insulator, Mechanical
Pay Grade	ST11
Range Minimum	$40,690
33rd %	$47,470
Range Midpoint	$50,860
67th %	$54,250
Range Maximum	$61,030
Exemption Status	Non-Exempt
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JOB FAMILY AND FUNCTION

Job Family:	Production & Skilled Trades
Job Function:	HVAC

JOB SUMMARY

Responsible for installing insulation on new units and repairing existing insulation on various piping, HVAC, and plumbing systems including, but not limited to, steam pipes, chill water pipes, domestic water, air handlers, tanks, ducts, boilers, valves, and hot water pipes.

RESPONSIBILITIES

- Provides preventative maintenance inspections of existing buildings and building insulation systems across campus and performs needed repairs of existing insulation components. Collaborates and works with other maintenance personnel to complete repairs as needed.
- Determines the appropriate type, size, and adhesive for insulation application in compliance with design and industry standards including, but not limited to, cellular glass, polyurethane, and fiberglass insulation.
- Installs new insulation on pumps, boilers, tanks, ductwork, steam piping, and other systems. Responsible for inspecting the quality of insulation work performed by outside contractors.
- Assists technicians with the installation of HVAC and plumbing systems. Installs ductwork, fans, motors, pumps, and piping to support crews when additional manpower is needed.
- Cleans equipment, tools, and shop area.
- May assist in the fabrication and installation of sheet metal products.
- May be required to respond to emergency service needs outside of normal operating hours.
- Identifies and follows established procedures regarding potentially hazardous insulation materials encountered during maintenance and renovation activities.
- Maintains responsibility for personal safety and the safety of others by following established safety procedures, using required personal protective equipment, identifying and reporting unsafe conditions, and completing required safety training.

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 or equivalent	and	2 years of	Experience with insulation in new system installs and/or existing systems.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of insulation methods and install processes.	
Knowledge of different types, sizes, and applications of insulation.	
Working knowledge of design and industry standards for insulation as compared to pipe size.	
Ability to utilize and learn technology systems, software applications, computers, tablets, and mobile devices to receive assignments, document work activities, access information, and communicate effectively in support of assigned duties.	

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
	Must obtain Asbestos Abatement Worker Certification	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		50-100lbs
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.