



### JOB INFORMATION

Job Code	ND18
Job Title	Tech I, HVACR
Pay Grade	ST11
Range Minimum	\$35,500
33rd %	\$41,433
Range Midpoint	\$44,400
67th %	\$47,367
Range Maximum	\$53,300
Exemption Status	Non-Exempt
Approved Date:	3/27/2024 5:17:39 PM
Legacy Date Last Edited	7/2/2018

### JOB FAMILY AND FUNCTION

Job Family:	Production & Skilled Trades
Job Function:	HVAC

### JOB SUMMARY

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

### RESPONSIBILITIES

- 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.
- 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.
- 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.
- Will 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".
- 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 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 perform this job successfully, an individual must be able to perform the minimum requirements listed below, which are representative of the skill, and/or ability required.*

## MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
High School	High School diploma required.	And	2 years of	Experience as an HVACR technician.	And
Associate's Degree	or vocational training in HVACR Building Control Systems or related field preferred.				

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

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.	
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.	

## 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	
	Universal Refrigerant Card	within 90 Days		

## 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		50-100 lbs
Climbing				X		
Stooping/ Kneeling/ Crouching			X			

## PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
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.