Job Title: HVAC & Digital Control Technician II

BCAT Code: 091X32  Effective Date: April 1, 2007
Pay Grade: G15  FLSA Status: Non-Exempt  Revision Date: July 1, 2013

General Description
Conducts the inspection, preventive maintenance, minor system modifications, installation, and repairs of the assigned building electrical and mechanical, plumbing, and pneumatic systems such as Heating, Ventilation and Air Conditioning (HVAC) control systems.

Examples of Duties
- Inspects, maintains, repairs, and operates the Building Automation System (BAS).
- Performs routine preventive maintenance on energy management control components.
- Provides cost estimates and proposals for contracted materials and services.
- Installs and modifies the application use of manual or digital control systems.
- Inspects, troubleshoots, maintains, repairs, and operates HVAC systems.
- Performs diagnostic tests on boilers, chillers, pumps, humidity controllers, terminal unit controllers, etc.
- Maintains accurate building files, drawings, records, and operational steps.
- Performs other HVAC, electrical, and mechanical related duties as assigned.

Knowledge, Skills, and Abilities
- Knowledge of electrical and mechanical, HVAC, BAS, chillers, boilers, Direct Digital Control (DDC), and controller systems, basic computer operation and software, AutoCAD, etc.
- Knowledge of Siemens Apogee DDC control systems and Johnson control Metasis systems.
- Knowledge of Ethernet network setup and troubleshooting procedures.
- Knowledge of Variable Air Volume (VAV) and Constant Volume (CV) laboratory fume hood control systems.
- Knowledge of large laboratory building ventilation systems.
- Knowledge of the operation and maintenance of large chilled water plant and steam boiler plant.
- Effective time management, customer service, and organizational skills.
- Effective oral and verbal communication with external and internal customers.
- Ability to multi-task, pay attention to detail, train and supervise staff, lift up to 50 pounds, and exhibit excellent customer service, and interpret building drawings.

Minimum GSU Hiring Standards
Bachelor’s degree and two years of related experience; or a combination of education and related experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.