

City of Lowell
Job Posting
Please Post ~ December 12, 2013
Deadline ~ December 26, 2013
Department of Public Works
Temporary HVAC Technician/Craftsman

Job Title: HVAC Technician/Craftsman- Temporary- 90 Day Appointment
(2000-37, 1961)
Department: Public Works, Lands & Bldgs.
Reports To: Deputy Commissioner, General Foreman/HVAC
FLSA Status: Non-exempt
Salary: \$19.00/hour

SUMMARY: Install heating, ventilating, air-conditioning and refrigeration equipment including related fixtures; check heating, ventilation, air conditioning and refrigeration equipment for malfunctions; maintains and repairs related equipment and performs related work as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Installs heating, ventilating, air conditioning and refrigeration equipment, including controls and related fixtures such as air and water filters and piping by using refrigeration, pipe fitting and structural layout techniques, blueprints, appropriate machines, tools and work aids to join tubing and/or pipes; to cut and thread pipes; to solder or braze joints; to mount compressor and condenser units; and to connect motors, compressors, temperature controls, humidity controls and circulating ventilation fans to electrical power sources.
- Checks equipment for malfunctioning by observing pressure and vacuum gauges and other indicators; by adjusting controls in testing joints and connections for gas leaks; by injecting refrigerant and adjusting vent valves, controls and pumps; and by using testing equipment such as voltmeters, ohmmeters, amprobes, etc. to ensure proper operation.
- Maintains, rebuilds, and repairs by replacing worn or defective parts such as switches, fuses, thermostats, and electrical wiring; by pumping specified gas or fluids into systems; by adding necessary liquids; by lubricating motors and bearings; and by changing filters.
- Calculates heat loads for new installations; analyzes and treats both open and closed water systems such as cooling towers by adding algaecides to prevent the spread of airborne bacteria.
- Monitors, controls and reprograms automation controls, pneumatic and direct digital controls. Maintains, repairs and check pneumatic control, valves and lines.
- Operates associated power tools and instruments related to field of work.

- Performs related duties such as making and assembling metal ducts and chassis parts for heating, air conditioning and refrigeration systems; drilling holes for mounting brackets; screwing, boring, riveting and welding parts to assemble structural and functional components such as motors, controls, switches and gauges, and installing shells and cabinets of systems. Maintains a driver's license and operates city vehicles.
- Performs craftsmen duties as assigned.

SUPERVISORY RESPONSIBILITIES: lower grade employees if assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

At least two years related experience and/or training in the installation, maintenance and repair of heating, refrigeration, ventilating and air conditioning systems. A certificate or diploma from a recognized institution above the high school level may be substituted, as evidence of completion of a one-two year program in refrigeration and heating may be substituted for the required experience.

Knowledge of the standard preventive maintenance procedures for heating, ventilation, refrigeration and air conditioning systems and related electrical systems. Knowledge of the methods of lubricating machinery and equipment. Knowledge of the methods for care and maintenance of small hand and power tools. Knowledge of the types and uses of small hand tools. Knowledge of safety practices followed in HVAC systems. Knowledge of the terminology, coding, symbols and standard abbreviations used in the installation, maintenance and repair of HVAC and electrical systems. Knowledge of the methods and techniques in pipe threading. Skill in the use of electrical testing equipment. Skill in operating HVAC machinery and equipment. Knowledge of electrical, electronic and pneumatic HVAC control systems. Knowledge of the use of electrical test equipment such as volt meters, amprobes etc. Ability to read and understand and interpret documents such as specifications, manuals and blueprints. Ability to follow oral and written instruction.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS

MA Refrigeration Technician's license preferred, but not required. Valid motor vehicle operator's license required.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel. The employee frequently is required to stand; walk; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee is occasionally required to sit. The employee must frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, and depth perception.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; outside weather conditions; extreme cold; extreme heat; and vibration. The noise level in the work environment is usually moderate.

The City of Lowell is a smoke and drug free employer and requires a physical with drug screen and CORI, post offer.

Qualified/interested applicants may forward resume and/or application to HR Dept., City Hall, Rm. 19, Lowell, MA 01852 by 4:00 PM on: Deadline ~ December 26, 2013. Applications and resumes may also be emailed to: cityjobs@lowellma.gov

EOE/AA/504 Employer