THE POSITION:

Under general direction, performs journeyman level work in skilled building trades and building environmental services including Energy Management System, heating, ventilation and air-conditioning, solar pool heating system and emergency elevator service. Assists other maintenance mechanics in the overall maintenance of campus facilities and in the servicing of equipment and building systems. Performs related duties as required.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

1) Operates, maintains, repairs, and rebuilds heating, ventilation and air-conditioning systems and related equipment such as fans, blowers, thermostats, pumps, filters and motors.

2) Maintains and oversees hydronic units needed for heating and ventilation, steam generators and boilers. Reads electrical and gas meters and maintains log. Checks and maintains equipment in the campus cafeteria.

3) Performs preventive maintenance on heating, ventilation and air-conditioning systems such as water analysis and chemical control.

4) Operates energy management system.

5) Performs emergency elevator services.

6) Assists other maintenance mechanics in the overall maintenance of the campus facilities and building systems.

DESIRABLE QUALIFICATIONS:

TRAINING AND EXPERIENCE:

- Three years of responsible building and mechanical experience at a journeyman level with skilled experience in construction and maintenance trades.
- Experience in heating, ventilation, and air-conditioning.
- Experience with Energy Management Systems

KNOWLEDGE:

- Building codes for school and public building construction and repair;
- Sources of information and training related to various skilled trades, methods, and procedures;
- Types and kinds of materials necessary for building systems maintenance;
the interrelation of various trades to facilitate orderly repair; principles of supervision and training; preparation of working sketches;
• record keeping;
• principles of human relations;
• safety procedures.

ABILITIES:
• Use hand/power tools and related shop equipment skillfully and safely;
• read and interpret drawings/blueprints and plans;
• follow oral and written directions carefully;
• complete work orders on schedule;
• maintain effective working relationships with all campus personnel and students;
• work independently or as a team;
• prioritize work;
• perform heavy physical labor;
• assist other maintenance personnel as needed;
• adapt to working conditions such as adverse weather, heavy lifting, or high places;
• ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist upper body, climb, lift up to 70 pounds unaided.

SKILLS:
• Operate a variety of tools and equipment normally used by a heating, ventilation, air-conditioning skilled maintenance mechanic.

REQUIRED

LICENSE: A valid California driver license to be maintained throughout employment.