

Salt Lake Community College - Job Classification Standard

HVAC Technician 1, 2, 3

Operate, maintain, and repair all equipment used for heating, ventilation, and air conditioning of college building equipment. This includes operations of a central heating plant utilizing steam and/or hot water for tempering or heating buildings, and a central chilled water plant to provide cooling to all buildings. Required to work regular, swing, and graveyard shifts at any campus when needed. Provides excellent customer service to create a comfortable environment in which to study, teach, and learn at all campuses.

Autonomy

Works under general direction within a clear framework of accountability. Substantial personal responsibility and autonomy. Plans own work to meet given objectives and processes.

Influence

Influences team, and peers internally. Influences customer at account level. Some responsibility for work of others and allocation of resources. Participates in external activities related to specialization. Decisions influence success of projects and team objectives.

Complexity

Broad range of complex technical or professional work activities in a variety of contexts.

Skills

Selects appropriately from applicable standards, methods, tools and applications and use. Demonstrates analytical and systematic approach to problem solving. Communicates fluently orally and in writing and can present complex technical information to both technical and non-technical audiences. Is able to plan, schedule and monitor work activities in order to meet time and quality targets and in accordance with health and safety procedures. Is able to absorb rapidly new technical information and apply it effectively. Good appreciation of wider field of information systems, its use in relevant employment areas and how it relates to the business activities for the employer or client. Maintains awareness of developing technologies and their application and takes some responsibility for personal development.

Level 1 (Apprentice)

Level 2 (Journey)

Level 3 (Master)

Supervision	Under immediate supervision, performs standard tasks using established methods, principles, concepts and procedures related to a specialized field. Judgments are made on routine matters of relatively small impact.	Under close supervision, performs varied duties and assignments involving some judgment. Resolves routine questions or problems, referring only complex issues to higher level. Some evaluation, originality and ingenuity required.	Under minimal supervision, performs complex assignments and fulfills broad responsibilities where required outcomes are defined, but methods and procedures may vary based on professional judgment precedent. Considerable latitude for unreviewed action. Confers with supervisor on unusual matters. Coordinates the work of others on projects and may assign work to and assist less experienced professionals or support staff. May act in an advisory capacity to managers or faculty.
Knowledge	Knows fundamental concepts, practices and procedures of particular field of specialization.	Knows and applies fundamental concepts, practices, and procedures of appropriate to position plus particular field of specialization, with awareness of related fields.	Possesses and applies a broad knowledge of principles, practices and procedures of a particular field of specialization to the completion of difficult assignments. Also possesses knowledge of of operation which affect, or are affected by own area related fields and areas.

	<p>Must have a basic knowledge of boiler operation and maintenance; computer operation for use on energy management system Johnson Metasys program and our Preventative Maintenance and work order system (Sprocket). Understand the different types of air distributions systems such as VAV, Double Duct, etc. Familiarity with fire panels and handling signals from fire alarm systems.</p>	<p>Must know the same things as a level 1 with the additional items: broad knowledge of boiler operation and maintenance; preparing boilers for State inspection including refractory work, cleaning and installing new seals on shell of boiler and water side inspection ports; Replacing bearings and seals on centrifugal pumps, change bearings on fan systems, motors and pump shafts; cooling tower operations and repair potential problems; servicing, installing, and repairing refrigeration systems including split systems, chillers, packaged units, etc.</p>	<p>Must know the same things as a level 2 plus: Expert knowledge in boiler operation and maintenance; Sprocket system; monitoring energy consumption in Johnson Controls Metasys program; working with vendors, engineers, and consultants on projects afflicting the HVAC systems on buildings and incorporate designs into SLCC's; running the boiler and chiller plants to maintain system temperatures and equipment runtimes using Metasys and AutoFlame; use Sprocket work order system and assign work orders to other HVAC technicians with follow through on assignment.</p>
Minimum Education and Experience	<p>High School diploma or GED or equivalent; 0-2 years direct experience in HVAC and boiler operation and maintenance; possess and maintain valid Utah Drivers License; Complete all College required training courses.</p>	<p>Must have the experience and meet all the requirements of a level 1 plus the following: High School diploma or GED or equivalent; EPA Universal certification; 2-4 years direct experience in HVAC and boiler operations and maintenance; entry-level training on Metasys building automation system and know how to utilize the control program for troubleshooting.</p>	<p>Must have the experience and meet all the requirements of a level 2 plus the following: Associates degree in HVAC or similar; 4-6+ years direct experience in HVAC and boiler operation and maintenance or equivalent years experience above required 8 years. Proficient in Sprocket system.</p>
FLSA Status	Non-exempt	Non-exempt	Non-exempt

Job Classification approved by Human Resources 07/03/2012