

**Building Maintenance Mechanic - HVAC
Erie Community College**

Direct Link: <https://www.AcademicKeys.com/r?job=235296>

Downloaded On: Jun. 30, 2024 10:12am

Posted Apr. 29, 2024, set to expire Dec. 7, 2024

Job Title	Building Maintenance Mechanic - HVAC
Department	Building & Grounds (Maintenance & Housekeeping)
Institution	Erie Community College Buffalo, New York
Date Posted	Apr. 29, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Facilities/Maintenance/Transportation
Job Website	https://ecc.wd5.myworkdayjobs.com/en-US/CareerOpportunities/job/North-Campus---Williamsville/Building-Maintenance-Mechanic---HVAC_J0002046

Apply By Email

Job Description

Department:

Building & Grounds (Maintenance & Housekeeping)

Salary/Hourly

\$50,920.00 Annual

Union/Position Status:

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AFSCME FT

Posting Closing Date:

May 19, 2024

Applications must be submitted by 11:59 PM the evening **before the posting closing date.**

Please note that the posting will close at midnight (12:00 AM) on the posting closing date.

JOB DESCRIPTION

DISTINGUISHING FEATURES OF THE CLASS:

The incumbent performs work in the skilled HVAC trade, on a journeyman level, in the maintenance and repair of buildings, equipment, and facilities. Work is performed under the supervision of a higher-level supervisory employee or department head, which assigns and inspects work for compliance with procedures and standards. Supervises and trains maintenance workers and laborers assigned to assist in the performance of HVAC and related work. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Constructs, maintains, and repairs air distribution equipment, control devices, etc., for air conditioning, heating, ventilation, exhaust, heat recovery, and fresh air systems;
- Installs, repairs, and maintains louvers, filters, fans, duct work, dampers, damper operators and linkage, cabinets, air supply, return and exhaust devices, distribution boxes, etc., including controls; insulates duct work and air handling cabinets and equipment as required;
- Installs, repairs, and maintains sheet metal flashings, metal trim, copings, and similar sheet metal construction;
- Plans and lays out work; estimates materials and supplies required; reads and interprets blue prints, specifications or written orders to determine nature of work required; requests materials and supplies;
- Inspects, tests, diagnoses trouble, and dismantles malfunctioning systems and components;

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- Overhauls compressors, pumps, and electric motors, replacing parts as necessary;
- Overhauls and replaces control devices, calibrating and recalibrating them as required;
- Performs seasonal start-up and shut-down operations on HVAC units and systems to insure efficient operation and to prevent freeze-ups;
- Mounts compressors, condensers, or other new replacement equipment;
- Performs general maintenance work and boiler tending when needed;
- Operates power equipment, hand tools, brazing equipment, and testing equipment as required;
- May perform related tasks and may assist other craftsmen on repair or installation projects.

KNOWLEDGE, SKILLS AND ABILITIES:

Candidates must be able to demonstrate awareness and sensitivity towards promoting an inclusive and diverse learning environment. Good knowledge of the tools, terminology, procedures, and equipment of the skilled heating, ventilating, & air conditioning maintenance and repair trades; ability to make a variety of skilled repairs and installation rapidly and accurately; ability to read and interpret plans, blueprints, and specifications; ability to get along well with others; mechanical aptitude and manual dexterity; initiative and resourcefulness; industrious and dependable; physically capable of performing the essential functions of the position with or without reasonable accommodation.

MINIMUM QUALIFICATIONS:

EPA 608 Certification IS A MUST plus one of the following:

- Completion of one (1) year of specialized training in heating and air conditioning supplemented by two (2) years' experience in HVAC mechanics
- Graduation from high school or possession of a high school equivalency diploma and three (3) years of experience in HVAC mechanics
- An equivalent combination of training and experience

***NOTE: FOR ERIE COUNTY MEDICAL CENTER EMPLOYEES ONLY:**

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Graduation from a standard senior high or vocational high school or possession of a high school equivalency diploma and three (3) years of experience working as an apprentice maintenance worker in the skilled heating, ventilation & air conditioning trade.

SPECIAL REQUIREMENTS:

Official transcripts will be required for successful candidates within 30 days of hire.

Contact Human Resources at (716) 851-1840 with any questions.

Our mission to offer quality education includes exposing our students to a diverse range of cultures, experiences and expertise. At SUNY Erie Community College, we value diversity and encourage applicants from all backgrounds to apply.

Notice of Non-Discrimination

SUNY Erie Community College does not discriminate in admission, employment, or in the administration of any of its policies and programs on the basis of race, color, religion, national origin, age, sex, gender, gender expression, gender identity, pregnancy, disability, sexual orientation, familial status, military status, domestic violence victim status, predisposing genetic characteristics, veteran status, criminal conviction, or any other characteristics protected by law. This applies to all students, applicants or other members of the College community (including, but not limited to, vendors and visitors). Grievance procedures are available to interested persons by contacting the Civil Rights Compliance Officer listed below. Retaliation against a person who files a complaint, serves as a witness, or assists or participates in the investigation of a complaint in any manner is strictly prohibited.

The following individual has been designated to handle inquiries regarding the College's non-discrimination policies:

Civil Rights Compliance Officer

Human Resource Department

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North Campus

6205 Main Street

Williamsville, NY 14221

(716) 270-5735

For further information on notice of non-discrimination, please contact:

New York Office

United States Department of Education

Office for Civil Rights, 32 Old Slip 26th Floor,

New York, N.Y., 10005-25010;

Tel (646) 428-3800; Email: OCR.NewYork@ed.gov.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact