

Technician, Heating Ventilation & Air-Conditioning
Austin Community College

Direct Link: <https://www.AcademicKeys.com/r?job=260137>

Downloaded On: Jul. 26, 2025 6:46am

Posted Jul. 24, 2025, set to expire Nov. 29, 2025

Job Title Technician, Heating Ventilation & Air-Conditioning
Department Staff
Institution Austin Community College
Austin, Texas

Date Posted Jul. 24, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Classified Staff

Academic Field(s) Facilities/Maintenance/Transportation

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Apply By Email

Job Description

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Technician, Heating Ventilation & Air-Conditioning

Austin Community College

Job Posting Closing Times: Job postings are removed from advertising at **12:00 A.M.** on the closing date e.g., at midnight on the day before the closing date.

Austin Community College employees are required to maintain a domicile in the State of Texas while working for the college and throughout the duration of employment. -[AR 4.0300.01](#)

[If you are a current Austin Community College employee, please click this link to apply through your Workday account](#)

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Austin Community College is a public two-year institution that serves a multicultural population of approximately 41,000 credit students each Fall and Spring semester. We embrace our identity as a community college, as reflected in our mission statement. We promote student success and community development by providing affordable access, through traditional and distance learning modes, to higher education and workforce training, including appropriate applied baccalaureate degrees, in our service area.

As a community college committed to our mission, we seek to recruit and retain a workforce that:

- Values intellectual curiosity and innovative teaching
- Is attracted by the college's mission to promote equitable access to educational opportunities
- Cares about student success and collaborates on strategies to facilitate success for populations including; first generation college students, low-income students, and students from underserved communities.
- Focused on student academic achievement and postgraduate outcomes
- Welcomes difference and models respectful interaction with others
- Engages with the community both within and outside of ACC

Job Posting Title:

Technician, Heating Ventilation & Air-Conditioning

Job Description Summary:

To perform repairs and maintenance on heating, ventilation, and air conditioning (HVAC) equipment throughout Austin Community College (ACC).

Job Description:

Description of Duties and Tasks

- 1) Repairs and maintains existing HVAC systems including chilling and heating systems, and checks chemical treatments.
- 2) Installs and replaces all types of pumps or refrigeration equipment, pneumatic valves, electric valves, heat transfer equipment, ventilation, and air distribution equipment according to prints, specifications, diagrams, or other instructions.

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- 3) Develops and implements Lock out/Tag out program for all HVAC equipment at all buildings and campuses.
- 4) Develops and implements preventative maintenance program for HVAC equipment at all buildings and campuses.
- 5) Performs preventative maintenance checks on all major mechanical equipment; diagnoses equipment malfunctions and operating efficiency of mechanical equipment to include electrical components and voltage readings.
- 6) Complies with all applicable health and safety regulations, policies, and established work practices.

Knowledge

- HVAC tools, materials, and safe work practices.
- HVAC repair, maintenance, and installation techniques.
- Use of digital multimeter.

Skills

- Required to be subject to on-call duties and respond to emergencies after hours, weekends, holidays, and during emergency closures.
- Effectively using interpersonal and communications skills.
- Effectively using organizational and planning skills.
- Operating, installing, maintaining, and repairing HVAC equipment.
- Reading and understanding schematics.
- Maintaining confidentiality of work-related information and materials.
- Establishing and maintaining effective working relationships
- Manage the budget within assigned department.

Technology Skills

Use basic computer skills such as accessing and sending emails, locating Internet sites, and completing time sheets plus work order systems.

Required Work Experience

- One year related work experience.

Required Education

- High school diploma or educational equivalent.

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Preferred Education

- Associate degree.

Special Requirements

- HVAC Certification.
- EPA Certification.

Other Preferred Qualifications

- Registered HVAC Certification with the State of Texas.
- NATE Certification preferred.

Physical Requirements

- Work is performed in a variety of settings.
- Subject to standing, walking, sitting, bending, reaching, pushing, and pulling, and at times subject to stooping, crawling, and climbing.
- May need to lift heavy objects of up to 50 pounds.
- May be exposed to a variety of temperatures, noise, moving mechanical parts, or chemicals.
- Specific vision abilities may include close vision, distance vision, color vision, and ability to focus.

Safety

- Work safely and follow safety rules. Report unsafe working conditions and behavior. Take reasonable and prudent actions to prevent others from engaging in unsafe practices. Work safely and follow safety rules. Report unsafe working conditions and behavior. Take reasonable and prudent actions to prevent others from engaging in unsafe practices.
- Must wear required Personal Protective Equipment including:
 - Work clothes
 - Safety Shoes
 - Eye and Face Protection
 - Hearing Protection
 - Respirator (N95) or more protective

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Salary Range

\$51,822 - \$64,777

Number of Openings:

1

Job Posting Close Date:

August 6, 2025

Clery Act

As required by the US Department of Education, employees are required to report violations under Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.

Disclaimer

The above description is an overview of the job. It is not intended to be an all-inclusive list of duties and responsibilities of the job, nor is it an all-inclusive list of the skills and abilities required to do the job. Duties and responsibilities may change with business needs. ACC reserves the right to add, change, amend, or delete portions of this job description at any time, with or without notice. Employees may be required to perform other duties as requested, directed, or assigned. In addition, reasonable accommodations may be made by ACC at its discretion to enable individuals with disabilities to perform essential functions of the job.

To apply, please visit: https://austincc.wd1.myworkdayjobs.com/en-US/External/job/Service-Center/Technician--Heating-Ventilation---Air-Conditioning_R-7813

Contact Information

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

Contact

Staff

Austin Community College

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