

Job Title: Building Technician I

**POSITION SUMMARY:**

Under general supervision, performs skilled level assignments in trades such as heating, ventilation, and air conditioning (HVAC), electrical, and/or plumbing work in the installation, maintenance, of buildings, and structures and related duties as required. Incumbents may lead the work of others including those in the same classification.

**CLASS CHARACTERISTICS:**

This is the advanced level in the Building Maintenance field, reporting to the Building Operations Supervisor. Although incumbents typically specialize in the installation, maintenance, and repair of entire HVAC, electrical, or plumbing systems and equipment, including pumps, assignments may be made in any area. Assignments and objectives are established for the employee. Work review is occasional and usually upon employee initiation, when problems, changes to established procedures and/or policy issues are involved, or a result of customer comment. Incumbents are expected to diagnose problems, consider alternative solutions, and select and implement the most effective solution without close supervision.

**ESSENTIAL FUNCTIONS:**

**HVAC Assignment:**

- Installs, inspects, repairs, and maintains mechanical, heating, ventilation, and air conditioning systems and related components.
- Recovers refrigerants.

**Electrical Assignment:**

- Installs, inspects and repairs electrical systems and related components.
- Inspects and maintains electrical and fire sprinkling systems and related components.

**Plumbing Assignment:**

- Installs, inspects, repairs, and maintains plumbing and fire sprinkling systems and related components.

**Other Assignments:**

- Installs, inspects and maintains building structural systems and related components.
- Fabricates, installs, inspects and maintains electronic systems and subsystems (i.e., burglar and fire alarm, energy management, CAD).
- Leads other trade workers on special assignments and/or projects.
- Provides training and guidance to other trade workers.
- Installs, repairs, and replaces doors, windows and building hardware.
- Assembles, installs, repairs, and/or fabricates institutional furnishings and equipment.
- Performs rough and finish carpentry and plastering/drywall of buildings and equipment.

**MARGINAL FUNCTIONS:**

- Other duties as assigned.

**QUALIFICATIONS (Knowledge, Skills and Abilities):**

Knowledge of: Methods, materials, and equipment used in HVAC, plumbing or electrical trades; changing codes, regulations, and technology; theory, design, and use and operation of equipment and related systems; and the locations of typical system failures; basic operations, tools, and terms used in building maintenance and repair work; safe work practices and first aid; and addition, subtraction, multiplication, division, fractions and geometry; practices of supervision and training.

Skill to: Use hand and power tools used in the carpentry, electrical, HVAC, and plumbing trades.

Ability to: Sketch designs and present notes to supervisors and coworkers; read and interpret plans, specs, and blueprints; read and apply applicable codes; evaluate a problem or situation and arrive at a logical decision; make correct estimates and select materials; work

independently; work under pressure; prioritize assigned work; identify and correct safety hazards; lift and carry objects safely; climb ladders to various heights; use a variety of hand and power tools safely and efficiently; design and fabricate special tools, devices, and replacement parts; learn policies and procedures, and the locations of buildings; lead the work of others; provide technical training; develop and maintain cooperative relationships with individuals from different departments or organizations; perform manual labor; and follow complex verbal and written instructions.

Incumbents must possess the physical and mental capacity to work under the conditions described in this document and to perform the duties required by their assigned position.

**EDUCATION:**

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary to satisfactory job performance would be qualifying. A typical way to obtain the required knowledge, skills and abilities would be: Two years' experience in semi-skilled and skilled electrical, HVAC, plumbing construction, maintenance and/or repair work.

**LICENSES/CERTIFICATES/SPECIAL REQUIREMENTS:**

Possession of, or ability to obtain by time of appointment, a valid Driver License is required. Failure to maintain this license will result in discipline up to and including termination.