
HVAC Mechanic II

DEFINITION

This is advanced journeyman work associated with the effective use of direct digital control automation of heating, ventilation and air conditioning systems in large buildings, with the additional requirement to coordinate the work of on-site repair and maintenance members including other tradesmen, HVAC mechanics and trades helpers. Activities also encompass planning, preventative maintenance and test scheduling, consultation with foremen and engineers and providing field expertise on major projects. A significant component of this work involves the timely response to equipment breakdown and malfunctions, initiation of remedial procedures, diagnosis and implementation of repair procedures, and work site direction of other crew members. Incumbents in this class require advanced knowledge of complex and integrated systems and are required to perform maintenance and repair activities in a wide variety of sites and equipment.

This class is distinguished from the HVAC Mechanic I class by: knowledge of and experience with a considerable variety of equipment, mechanical components, specialized monitoring and control devices, and a large-scale and inter-connected network of systems and sub-systems; the onsite coordination and direction of other tradesmen and crew members; the ability to initiate appropriate, remedial procedures in response to equipment breakdowns, and to make independent decisions respecting individual job site conditions.

Incumbents in this class ensure that the use of approved methods and equipment and appropriate worksite safety procedures (confined space entry and rescue, hygiene, heavy lifting, etc.) are maintained at all times.

Assignments are in the form of oral and/or written instructions by foremen and/or engineers and may be accompanied by detailed technical sketches, plans, blueprints, specifications and maintenance schedules. Work is reviewed in progress and/or upon completion. Activities are performed in conjunction with Standard Operation Procedures. Incumbents of this class relieve the foreman in his absence and provide standby coverage as required.

TYPICAL DUTIES *

Organize, supervise and participate in the work of other journeymen and apprentices involved in the heating, ventilation, air conditioning and associated systems within civic buildings and facilities.

Monitor and evaluate job performance, provide employee feedback and initiate coaching/mentoring opportunities. Provide "on the floor" leadership including implementation of safety initiatives, safe work practices and City policies and procedures.

Provide leadership when the support on technical aspects of the job is limited or non-existent and the incumbent performs the diagnosis, specifications and/or design for projects. Provide direct digital control automation expertise to planning of projects.

Perform lead-hand role in repair projects at specific job sites and preview jobs in order to determine estimated completion and resources necessary to complete project.

Perform the more difficult or unusual diagnoses of malfunctions; determine the corrective measures needed to return equipment to functional use; perform routine and emergency boiler and associated heating system repairs and maintenance.

Advise subordinates regarding the use of materials, parts and equipment; conducts field or shop tests to determine if reported malfunction or conditions have been corrected.

Maintain job work orders; keeps records of labour, materials, parts, supplies and other records necessary in the repair and maintenance process and prioritizing emergent situations.

Perform related duties as required.

KNOWLEDGE, ABILITIES AND SKILLS

Extensive knowledge of direct digital control automation systems and how to provide optimum building environmental comfort and energy conservation through the use of control systems.

Ability to supervise and assign work to other journeymen, apprentices and labourers.

Ability to understand and execute oral and written instructions and to read blueprints and interpret plans and specification

Extensive knowledge of the occupational hazards and safety precautions of the trade.

Ability to respond to equipment malfunctions by diagnosing the problem and initiating appropriate remedial procedures and repairs.

Ability to work independently and to effectively schedule work in order to meet service demands and minimize disruption to building users.

Knowledge of the specific heating, ventilation, refrigeration, pneumatic and electronic systems control, and associated equipment and systems that provide environmental conditions necessary for building operations.

Skilled in the use of repair tools and equipment for servicing and repairing a wide range of building system malfunctions.

Extensive knowledge and ability to apply computing skills to the working environment.

Ability to withstand periods of strenuous activity during maintenance and repair procedures and to work in outside inclement weather when necessary.

TRAINING AND EXPERIENCE REQUIREMENTS

Job Level

Certified Alberta Journeyman in an appropriate Heating, Ventilation, and Air Conditioning trade, supplemented by coursework in HVAC Direct Digital Control Systems. Possession of a current 5th class Power Engineering certificate, and possession of a valid Class 5 Alberta Motor Vehicle Operator’s License.

A minimum 3 years of progressively responsible experience in all aspects of building operation systems, mechanical maintenance and repair work in the HVAC industry, including demonstrated supervisory potential.

* *This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

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Salary Plan	<u>10M</u>	<u>10A</u>	<u>10B</u>	<u>10D</u>
Job Code	2012		1939	
Grade	079		055	
Last Updated:	08-2011		08-2011	
Previous Updates:	05-2013			
Originated:	2006		2006	