

**TITLE:** HVAC TECHNICIAN  
**SECTION:** Facilities Department (Maintenance)  
**REPORTS TO:** Maintenance Supervisor

**#118**

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## **SUMMARY**

Under the direction of the Maintenance Supervisor or designate, responds to the repair and maintenance needs of the heating/ventilation and security/lighting computerized control systems throughout the District and assists with planning and installation of energy management equipment.

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## **DUTIES**

1. Repairs, installs, alters and maintains computerized energy management systems and related control equipment.
  2. Repairs, installs, alters and maintains computerized security, lighting and access control systems.
  3. Assists in the repairing and maintaining of air conditioning and refrigeration units.
  4. Repairs, installs, alters and maintains electronic and pneumatic control systems.
  5. Repairs and maintains heating systems, including hot water pumps, motors, fans and their associated controls.
  6. Reads and interprets drawings and specifications, orders materials and supplies, lays out projects and reports on work in progress as required.
  7. Commissions and troubleshoots DDC systems in all new/renovated schools.
  8. Directs, assists and liaises with employees, contractors, regulatory agencies and other trades, as required.
  9. May on occasion be required to perform other related duties as assigned.
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## **QUALIFICATIONS**

- High school graduation or the equivalent.
- Valid BC or Interprovincial Trade Certification as a B Ticketed Gasfitter or Electrician; or graduation from a one-year program related to heating and ventilation and eligibility for membership in the Applied Science Technologists and Technicians Association of BC as a certified technician.
- Two years experience in DDC and HVAC within the past five years.
- Current knowledge of commercial heating, ventilation and computer controlled energy management systems.
- Physical capability to perform the job duties.
- Competent in the use and care of tools and equipment common to this trade.
- Ability to work with minimal supervision.
- Valid BC Class 5 Driver's License.