

HVAC SUPERVISOR II

DESCRIPTION OF WORK

Employees in this class are responsible for the installation, maintenance, and repair of air-conditioning and refrigeration units and associated air handling, chilled water distribution, and control systems at a State institution through supervision of a staff of air-conditioning mechanics engaged in this type of work. In addition, employees are responsible for designing smaller air-conditioning systems, designing modifications to existing system reviewing plans and specification for contracted work, and reviewing the work of outside contractors. Work is performed independently under the supervision of a plant engineer and is evaluated through effective and efficient equipment operation.

EXAMPLES OF DUTIES PERFORMED

Received requests for work, sets priorities, and makes work assignments to mechanics.
Supervises major jobs such as chiller overhaul or installation jobs to assure that work is carried out according to plans and specifications.
Trains mechanics in proper use of tools, and work procedures.
Reviews work of contractors to assure quality and adherence to plans and specifications.
Provides training to new mechanics and keeps all mechanics informed about new tools, work methods, etc.
Keeps records of work orders, inventory, expenditures, etc.
Sizes air-conditioning equipment, selects unit, designs ductwork and control system.
Designs modifications to existing air-conditioning systems to achieve more uniform heating and cooling or energy conservation.
Reviews plans and specifications for new construction to determine compatibility with existing equipment or acceptability of design.
Review the work of contractors to assure conformance to plans and specifications.
Performs related duties as required.

RECRUITMENT STANDARDS

Knowledges, Skills, and Abilities

Working knowledge of refrigeration theory.
Knowledge of electricity sufficient to troubleshoot and repair complex electrical control circuits.
Considerable knowledge of the design and operation of centrifugal and reciprocal compressors.
Considerable knowledge of the design and operation of pneumatic control systems.
Considerable knowledge of the practices, methods, materials, and equipment used in the maintenance and repair of air-conditioning and refrigeration equipment.
Ability to train and supervise other workers.
Ability to design smaller air-conditioning systems or design modifications to larger systems. .
Ability to review and critique plans and specifications for air-conditioning systems.

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Minimum Training and Experience Requirements

High school or General Educational Development diploma and three years of journey level experience in the installation, maintenance or repair of air conditioning chillers, air handling, chilled water distribution and control systems including one year at the journey level; or an equivalent combination of education and experience.

Necessary Special Qualifications

Requires current certification by the Environmental Protection Agency as a Type I, II, III or Universal technician as required by Title 40, Code of Federal Regulations part 82, subpart F.

Special Note - This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA. Examples of work are primarily essential functions of the majority of positions in this class, but may not be applicable to all positions.