



## Human Resources

<b>Job Title: Plant Engineering Technician I</b>	<b>FLSA Classification:</b> <i>(FLSA Federal Law GUIDELINES)</i> <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt
<b>Reports to: Plant Engineering Lead; Plant Engineering Manager</b>	<b>Location: Physical Plant/Various Buildings</b>
<b>Department: Plant Engineering</b>	<b>Division: Facilities</b>
<b>Employment Category:</b> <input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	<b>Paygrade:</b>

### PRIMARY PURPOSE OF POSITION

Primarily responsible for the operation, maintenance and repair of air conditioning, heating, ventilation and refrigeration equipment.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

Operate, troubleshoot, repair, and perform preventive maintenance on:

- Water chillers, cooling towers, and hot-water boilers
- Heat pumps, refrigeration and kitchen equipment.
- Pumps, compressors, motors, and other auxiliary equipment.
- Electrical, mechanical, and pneumatic control systems.
- Electrical and plumbing equipment.

Perform other duties as assigned.

### QUALIFICATIONS

High school diploma or equivalent supplemented by a total of five-year combination of vocational school and paid practical experience in the care and maintenance of air-conditioning and heating equipment and control devices, including instruction in troubleshooting.

EPA approved Refrigerant Transition and Recovery Certificate (or obtain one within 6 months of hire at own expense).

Three or more years' experience maintaining and repairing mechanical, electrical, and plumbing systems.

Ability to prioritize work, maintain quality control standards, and maintain records.

Ability to lift and carry up to 50 lbs., climb ladders up to 20 feet, and work off scaffolding and platform/lifts at various heights.

Must possess a valid Texas Driver's License, good driving record, dependable transportation and must be insurable by university carrier.

Must have verifiable local references.

Must be able to comply with workplace guidelines and attendance requirements.

Successful completion of an employment and/or criminal history background check is required.

Minimum Bachelor's Degree or equivalent

### WORKING CONDITIONS

Normal working conditions for this position. (ADA, OSH Act, and Occupational Safety and Health Administration Standards)

## PHYSICAL REQUIREMENTS

- Physically able to lift various materials up to 25 pounds on an occasional basis.
- While performing required job tasks, physically able to bend, crouch and reach continuously.
- While performing required job tasks, physically able to remain seated, frequently to continuously.
- While performing required job tasks, physically able to remain standing up to 15% of the time.
- Possesses dexterity abilities required to operate a computer and other office equipment to perform related job responsibilities.

## SUPERVISORY RESPONSIBILITIES

List by job title any other positions to be supervised by this position. None

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*This document describes the general purpose, duties and essential functions associated with this job and is not an exhaustive list of all duties that may be assigned or skills that may be required.*

*I have read and understand my job description and acknowledge that management reserves the right to change or reassign job duties or combine jobs at any time.*

Employee (Print Name): \_\_\_\_\_ Date: \_\_\_\_\_

Employee (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

HR OFFICE USE ONLY:	
<b>Approved by:</b>	<i>Signature of the person with the authority to approve the job description</i>
<b>Printed Name of Approver:</b>	<i>Printed name of the person with the authority to approve the job description.</i>
<b>Date approved:</b>	<i>Date upon which the job description was approved</i>
<b>Reviewed:</b>	<i>Date when the job description was last reviewed</i>