

HVAC Controls Technician / Building Automation Specialist

A Technician/Specialist in Building Automation works directly on the project team to perform project commissioning, startup, diagnosing, troubleshooting, and service. Advanced activities may involve programming and re-configuration of systems. More hands-on activity may involve minor wiring (final terminations at sensors and panels) and/or installation of sensors.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES include the following:

- Possesses basic knowledge of air conditioning systems and controls.
- Basic understanding of control programming and graphics for control systems.
- Electrical terminations, commissioning, graphics, programming, test and startup.
- Uses a variety of hand tools and test equipment.
- Provides customer training.
- Manages and services multiple projects.
- Maintains customer satisfaction by investigating concerns, implementing corrective action, and communication with staff, as needed, and providing customer feedback.
- Some travel within territory, but overnight stays are rare.
- Flexibility to work outside normal work hours/weekends, as required by project timelines.

SUPERVISORY RESPONSIBILITIES

This position has no supervisory responsibilities, and reports to Operations Manager.

QUALIFICATIONS

- High school diploma, plus either 2-year technical degree or military service.
- Strong troubleshooting skills.
- Basic knowledge of electricity and electrical circuits.
- Working knowledge of Microsoft Office products, programming and engineering drawing tools.
- Familiarity with the concepts of new construction, renovation/retrofit, and service projects.
- Knowledgeable of contracting processes and sub-contractor relationships.
- Familiarity with energy management systems, HVAC systems, and temperature controls.