University of Wisconsin – Superior
POSITION DESCRIPTION
HVAC/ Refrigeration Specialist

Position summary: This position works under the overall supervision of the Facilities Superintendent and assists/receives general direction from the Craftsman Plumber. This position will perform a variety of installation, alteration, repair, and preventive maintenance to mechanical and plumbing systems including all campus air conditioning, refrigeration and chiller equipment. This position will also work with the campus DDC building management system.

A. Assist the craftsman plumber in installing and repairing plumbing and mechanical systems.
   - Rough fit and assist in installing water, steam, air, natural gas and sewer piping.
   - Cut and thread pipe to the proper specifications.
   - Assist with the removal, repair and installation of various types of plumbing fixtures, kitchen equipment and appliance.
   - Open plugged or slow drains with plumber’s snake or chemical treatment.
   - Assist with the inspection and adjustment of controls.
   - Assist with the repair or replace steam traps and pneumatic operated valves.

B. Maintain chiller, air conditioning and refrigeration equipment
   - Monitor and maintain water quality in chiller systems.
   - Clean and maintain cooling towers.
   - Perform chiller start up at the beginning of the cooling season and layup at the end of the cooling season to include filling and draining systems, cleaning chiller tubes and overall maintenance of cooling systems.
   - Assist with the installation, repair and replace A/C units throughout campus including window units, mini splits and condensers.
   - Install maintain and repair refrigeration units.
   - Provide licensed service as refrigeration technician to evacuate and replace refrigerant in units and plants as well as detect and repair refrigeration leaks.
   - Repair or replace refrigeration compressors, pumps, seals, valves and controls.
   - Perform inspections and preventative maintenance of refrigeration equipment.

C. Maintain, repair and install climatic control devices on heating and ventilating equipment.
   - Install pneumatic damper operators, control valves, thermostats, temperature and air flow sensors, master and zone controllers, compressors, pneumatic to air, air to pneumatic switches and control air piping.
   - Repair or replace damper operators, control valves and switches including replacing diaphragms, valve seats and springs. Recalibrate controls as necessary

D. Monitor the campus Building Management System (BMS)
   - Monitor the BMS control panel to ensure proper building temperatures and unoccupied setbacks.
   - Trouble shoot system controls on building air and ventilation units.
   - Monitor system alarms and assist in troubleshooting issues.

E. Perform other related tasks as requested and directed
**Knowledge, Skills, and Abilities:**
- Ability to weld, braze, and solder piping and fittings as-required.
- Basic knowledge of pipe fitting and plumbing codes.
- Basic knowledge of air handling equipment and pneumatic and electronic controls.
- Basic knowledge of refrigeration equipment and systems.
- Possession of a valid driver’s license and the ability to operate state owned vehicles.
- Knowledge of occupational hazards and safety precautions.
- Ability to read and comprehend written and spoken English.
- Ability to read and understand plumbing, mechanical and controls prints.
- Maintain a positive work atmosphere by behaving and communicating in a cooperative manner with customers, students, co-workers and supervisors.
- Basic computer skills.
- Ability to pass Pre-Employment Job Function Assessment and Criminal Background Check.

**Physical Requirements:**
- Requires possible heavy lifting to OSHA standards of 50 pounds and at times 50 pounds above the shoulders.
- Must be able to bend, stoop, kneel and climb up and down without any impairment.
- Ability to safely climb, work on and operate step and extension ladders, mechanical lifts, and work/scaffold platforms, and to follow all safety regulations associated with them.
- Requires working outdoors exposed to all weather conditions.
- May expose worker to sounds and noise that are distracting and uncomfortable.
- Requires the wearing of special work clothing and common protective or safety attire or equipment as directed by department guidelines and/or supervisor.

**MINIMUM QUALIFICATIONS:**
- 4 years’ experience in HVAC/Refrigeration or related field

**PREFERRED QUALIFICATIONS:**
- Refrigerant Type I Type II Type III or Universal Certification