



## **Job Description – HVAC Systems Mechanic Lawler-Wood Y-12, LLC**

### **PRIMARY FUNCTION:**

Under the supervision of officials responsible for the coordination and accomplishment of facility maintenance and operation work, perform the normal duties of HVAC Systems Mechanic in a safe and efficient manner, following recognized industry standards for such work. The following describes the major functions of the job but is not intended to be all-inclusive:

### **JOB DUTIES AND RESPONSIBILITIES:**

Installs, inspects, troubleshoots, operates and repairs heating, ventilating and cooling equipment in a safe and efficient manner using necessary hand tools and testing equipment for the electrical, electronic and refrigeration components of various systems. The following describes the major functions of the job but is not intended to be all-inclusive:

1. Inspects and operates air conditioning units and machinery to determine that all are functioning properly.
2. Read thermometers and gauges and record readings.
3. Maintains and repairs systems. Including electrical troubleshooting of HVAC equipment.
4. Monitors and adjusts building automation system to ensure occupant comfort and efficient equipment performance.
5. Tests efficiency of system with instruments and makes adjustment to thermostatic controls and blowers.
6. Lubricates compressors, motors and other moving parts.
7. Tests large systems before placing them in operation.
8. Tests joints and connections according to type of refrigerant used.
9. Repairs leaks and retests.
10. Drains system by means of vacuum pump
11. Operates system for several hours, making adjustments to thermostats and valves to ensure proper control of freezing action.
12. Provide work direction when Laborer/ Mechanic Helper is assigned to assist.
13. Observe and report, through the work order system, any and all defects, deterioration and wear and tear on the facilities.
14. Drawings and equipment manuals will be utilized as needed.
15. Perform all other duties as assigned, which may include work in assistance of others.

### **JOB QUALIFICATIONS:**

Skill in specific job duties must be acquired during probationary period. Reasonable physical abilities are required to perform the job duties.

Must possess and maintain an active DOE level “Q” clearance.

Must have completed an approved HVAC apprenticeship program or equivalent training and experience with an additional five (5) years experience or have a minimum of seven (7) years on-the-job training in industrial HVAC maintenance.

Must demonstrate a thorough working knowledge of large air handling and chilled water systems.

Must demonstrate a thorough working knowledge of computerized direct digital control systems.

## **EDUCATION:**

High Graduate or GED

## **REQUIREMENTS:**

- Must pass all Y-12 on-site training in a timely manner (e.g., GET).
- Must possess and maintain a valid Tennessee Drivers License.
- Must pass a Pre-Employment Drug Screen and Random Testing.
- Pass Pre-Employment Physical.
- Must have the ability to read and understand written instruction and procedures.
- Must be able to read and understand wiring diagrams and equipment manuals.
- Must have the ability to climb steps and ladders, bend, stoop, push pull and lift up-to fifty (50) pounds on a routine basis.
- Must be able to work outside in hot or cold conditions.
- Must have the ability to wear all prescribed safety equipment including a respirator.
- Must be willing to work overtime as required.
- Must be willing to work alternate shift arrangements as may be required.