

Job Description

Job Title: Service Worker – Building Engineering
Wednesday through Sunday
Department: Service Department
Reports to: Building Engineer Supervisor
FLSA Status: Non-Exempt
Approved Date: 1/9/2024

Job Summary:

Under the direction of the Building Engineering Supervisor, the position consists of assisting Building Engineering Technicians with their duties, general shop maintenance, making delivery runs, keeping track of inventory, and all other duties as assigned.

Class Characteristics:

This is a full time position with on call 24/7. Schedule must be flexible. Wednesday through Sunday; schedule may change (including substitution and/or additional weekdays) due to staffing needs, vacations, and/or project requirements.

Essential Functions:

Assisting with the maintenance, repair, installation and replacement of all types of roof top units, boilers, chillers, refrigeration systems, split systems, pumps, electrical distribution equipment, and building automation controls. These systems include air distribution, boiler systems, chilled water systems, swimming pool systems and pneumatics. Plan, carry out and evaluate preventive maintenance for all City owned buildings. Keep accurate logs of work done on each building.

Knowledge, Skills and Abilities:

- Must be able to: read and understand schematic/blue prints.
- Must be willing and able to learn building mechanical systems, concepts, and operations.
- Ability to work independently and as part of a group to complete tasks.
- Must be able Follow written/oral directions.
- Continuing education in the trades.
- Knowledge and/or previous experience working with plumbing, electrical, or HVAC is a plus.

Physical Demands:

While performing the duties of this job, the individual is regularly required to reach with hands and arms. The individual frequently is required to stand and /or walk and to use hands to handle, finger, feel or operate objects, tools or controls. The individual is occasionally required to sit, climb, balance, stoop, kneel, crouch or crawl. Color

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blindness prohibited. The individual will be required to speak and hear with regard to receiving supervision, performing supervision, working with vendors and communicating with the general public. The individual must frequently lift and/or move up to 50 pounds and occasionally will move and/or lift more than 100 pounds. Ability to work out of doors for long periods of time in all weather conditions.

Work Environment:

Work is performed in equipment rooms, boiler rooms and on roof tops. Inside equipment (confined space) and outdoors in all weather conditions. While performing the duties of this job, the individual frequently works near moving mechanical parts and tools that may cause bodily injury. In the field exposure to outside weather conditions for sustained periods is possible. The individual occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, noxious odors, dusts, mists, gases, toxic or caustic chemicals and poor ventilation that affect the respiratory system, eyes or the skin. This individual is occasionally exposed to risk of electric shock. The noise level in the work environment is moderately noisy to noisy. Able to wear a respirator if conditions require.

Education and Experience:

- This position requires at least a High School diploma.
- Additional Technical School training is a plus.
- Valid Ohio Driver’s License is required.
- Must be able to obtain a Commercial Driver’s License within 6 Months.
- Individual may be subject to and must pass a physical, drug test and background check.

Tools and Equipment Used:

- Cell Phone and Computer
- Power and hand tools.
- Ladders and aerial lifts
- Equipment for HVAC, electrical and plumbing work: including but not limited to: multimeter/amprobe, refrigerant recovery equipment, vacuum pumps, combustion

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analyzers, pipe threading equipment, rigging equipment and brazing/soldering equipment.

Miscellaneous:

This position is not limited to the description above and can include irrigation systems, traffic signals, fabrication and other mechanical repairs, and all other duties as assigned.