

# CITY OF HAMILTON

**LAST UPDATED: JANUARY 2019**

**CITYHOUSING HAMILTON**

**(MAINTENANCE SECTION – LOCATION – 55 HESS ST. S.)**

## **HVAC TECHNICIAN (CHH) - CUPE 5167**

### **SUMMARY OF DUTIES**

Reporting to the Manager, Maintenance. The HVAC Technician (CHH) is responsible to maintain, service, repair and operate all heating, air conditioning, ventilating equipment and systems at CityHousing Hamilton (CHH) owned properties.

### **GENERAL DUTIES**

Conducts scheduled and unscheduled maintenance and repairs of mechanical equipment such as, boilers, heat pumps, cooling towers, humidifiers, circulating pumps, exhaust fans and air handling units.

Performs spring and fall HVAC equipment start-ups and system changeovers.

Prepares plans and prioritizes required equipment maintenance including filter changes.

Troubleshoots and repairs electrically controlled heating, ventilation, and air conditioning equipment such as rooftop units, heat recovery units, CO<sub>2</sub> monitor alarm system, domestic hot water boilers, mixing valves, modulating dampers and valve systems.

Troubleshoots and repairs refrigeration or heating system by competent use of all required temperature and pressure testing instruments, recovery equipment and cylinders, vacuum pump, brazing equipment, multi-meter, amp meter, megger meter, refrigerant leak locating equipment, manometer, charging scale, capacitor tester, sling psychrometer, pneumatic sequencer, combustion efficiency tester, etc. Inspect DDC controls systems, perform preventative maintenance and troubleshoot issues and make emergency repairs as necessary.

Recharges or adjusts the oil or refrigerant charge of a refrigeration system to ensure proper efficiency, compressor cooling and protection against compressor slugging by measuring and adjusting the heat and sub-cooling of a system.

Records information from mechanical units such as temperatures, pressure, amperage, etc.

Locates refrigerant leaks using a halide torch, electronic detector, ultrasonic detector and soap solution.

Reads electrical and pneumatic drawing where required and modifies equipment when required for better control or efficiency.

Recognizes and corrects water or air flow problems.

Replaces components such as fan blades, valve parts, bearings, pulleys, pump parts, motors, compressors, coils, heat exchangers, sensors, burner parts, electrical parts, wiring, etc.

Operates power and hand tools such as drills, vacuum pump, electric tube cleaner, socket wrenches, pipe wrenches, screwdrivers, hammer, etc.

Oversees and reviews work of contractors as requested.

Performs electrical repairs and troubleshooting as it pertains to equipment.

Operates oxy-acetylene torch set for cutting, heating and brazing.

Monitors and maintains hydronic systems chemistry, including cooling tower chemical treatment systems.

Performs housekeeping duties in mechanical rooms such as cleaning and painting.

Ability to travel to different CityHousing Hamilton locations as required.

Responsible for complying with the policies of CHH with respect to rules, regulations and safe working practices.

Performs other duties as assigned which are directly related to the responsibilities of position.

### **QUALIFICATIONS**

1. Proven theoretical knowledge and experience in the operation of heating, ventilation and air conditioning systems normally acquired by a combination of education and relevant trade related work experience.
2. At the time of application, must possess a valid Ontario Gas Fitter G1 Certificate.
3. Ontario Certificate of Qualification as a Refrigeration and Air Conditioning Mechanic (313A) is preferred.
4. Must possess a current licence for the safe handling and recovery of refrigerants; Ozone Depletion Prevention (ODP) certification.
5. Must be experienced and qualified in the operation, maintenance and repair of natural gas heating, air conditioning, ventilation, automatic controls and high pressure (natural gas, air), and distribution systems.
6. Possess experience in the functionality of building automation systems and HVAC controls including equipment software, DDC controllers and field devices required.
7. Demonstrated knowledge of asbestos awareness.
8. Must have knowledge of appropriate authority safety rules.
9. Must be able to work with minimum supervision.
10. Ability to coordinate, communicate and relate well with professionals and non-professionals within and outside the organization, with strong customer skills. Demonstrated ability to follow instructions and exercise tact when dealing with residents and staff.
11. Ability to adjust building system computer to maintain environmental conditions through the building.
12. Knowledge of City By-Laws including animal, pest and noise control, property standards as well as the Residential Tenancies Act, 2006, and Housing Services Act, 2011, and CityHousing Hamilton policies and procedures would be considered an asset.
13. This position requires a valid class "G" driver's licence and a provision of own vehicle for use on the job. Additional use of a City vehicle required (Must possess and maintain a driving record deemed satisfactory by the Employer – recent driver's abstract required upon request).

**THIS POSITION REQUIRES A VALID CLASS "G" DRIVER'S LICENCE AND PROOF IS REQUIRED**