



HVAC Specialist

Details

Job ID : 350

Title : HVAC Specialist

Job Code : 1016

Salary : \$2,603.00 (Monthly)

Grade : 10

Tenured : YES

Job Departments

- Administrative Services - Real Property

Purpose

PRIMARILY RESPONSIBLE FOR OVERSIGHT SPECIFIC PROJECTS IN HEATING & AIR CONDITIONING, AND GENERAL CONSTRUCTION, RENOVATION PROJECT MANAGEMENT.

Required Qualifications

Education : 2 Year Degree in Related Field

Education Substitute : Experience for Degree @ 1:1

Experience : 5 Years of Related Experience

Job Required Knowledge

- 2 YEAR DEGREE MUST BE IN HVAC AND INCLUDE A HVAC LICENSE
- 5 YEARS RELATED EXPERIENCE MUST IN HVAC

Job Skills/Abilities

- MICROSOFT OFFICE
- COMMUNICATION SKILLS
- TRAVEL STATEWIDE

Job Duties

- PROVIDES OVERSIGHT ON HEATING AND AIR CONDITIONING ISSUES
- PROVIDES OVERSIGHT ON ROOF, WINDOW, AND OTHER PROJECTS
- DRAWS PLANS AND WRITES SPECIFICATIONS
- ATTENDS BID OPENINGS
- ASSISTS COUNTY OFFICIALS AND PROFESSIONAL SERVICE PROVIDES IN RESOLVING ISSUES
- OTHER DUTIES AS ASSIGNED