



UNIVERSITY OF DALLAS

HVAC Technician
Facilities

Job Number: 5392UD
Date Posted: July 31, 2018

WHO WE ARE

The University of Dallas is a private university that leads in academics and has been consistently ranked as one of the top regional universities in the country, holding a place on both U.S. News & World Report's list of the top 10 Catholic colleges in the West and Forbes' Best Value Colleges. We thrive on professional development, a family-oriented environment, our rich traditions and exceptional employee benefits.

JOB DESCRIPTION

UD is currently seeking a HVAC Technician who will inspect mechanical rooms, perform work orders as assigned and scheduled/unscheduled preventive maintenance. This position will perform repairs to trade standards/practices on all campus utilities (electricity, gas, water and telephones) and building HVAC systems. May support or assist contractor on projects beyond scope of department.

PRIMARY RESPONSIBILITIES

- Install, operate, service and maintain commercial and residential HVAC equipment and other equipment such as refrigerators, fume hoods, window units, exhaust ventilators, coolers, freezers.
- Operate, service and repair pneumatic and electrical control systems on HVAC systems.
- Regulates and monitors AC compressors, cooling tower fans and other related support equipment.
- Test air and hydronic systems to isolate problems.
- Adjust distribution valves and resets temperature and humidity controls.
- Perform service tasks such as adding refrigerant, lubricating, adjusting and replacing compressors and expansion devices, repairing pumps, cleaning out cooling towers or fan coil units and repacking valve glands and pump seals.
- Installs wiring and controls to power source.
- Diagnoses HVAC system problems utilizing limited computer applications, blueprints, schematics, performance data to identify and provide interpretations of system problems and performance
- Perform specified electrical work; install, repair or maintain transformers, generators, circuit breakers, conduits and panels; test electrical circuits; replace units or parts including, wiring, fuses, transformers, coils and switches.



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- Services and repairs plumbing traps, tanks, piping, valves and pumps.
- Performs mechanical joining of pipe by soldering, brazing and gas welding. Insulates pipes, air ducts and associated equipment.
- Respond to emergencies, take control of situation to minimize further damage to property and return systems to operation.
- Document time, labor and materials.
- Cleanup shop and work site.

MINIMUM REQUIREMENTS

- High school degree or GED required
- Two (2) years of HVAC maintenance experience
- Current and Valid Driver's License

ADDITIONAL INFORMATION

- Technician assigned to work with CFC refrigerants must obtain valid certification (Universal level) in accordance with federal law before handling gases.
- The work may involve working in tight quarters or confined space, and in temperature extremes.

BENEFITS

UD provides competitive pay and benefits, including eligibility to participate in medical, dental, life and disability insurance; employee events; a health and wellness program; a free fitness center; competitive leave programs; free tuition for employees and their families; and matching retirement plan contributions.

If this sounds like the job for you, apply online at: <https://hr.udallas.edu/apply/>

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