JOURNEYMAN HVAC
Operations Department

**Hiring Wage:** $24.20 – $26.52/hr DOE

**Status:** Full-time with benefits

**Closing Date:** Until Filled

**Application Materials:** Apply online at [adacounty.id.gov/jobs](http://adacounty.id.gov/jobs)

**General Summary**
Operates and repairs industrial sized heating, ventilation and air conditioning including chillers and auxiliary equipment; Performs related duties as required. The position is located in the Ada County Operations Division.

**Essential Functions**
- Operates, maintains, and repairs heating, ventilation, and air conditioning equipment, variable frequency drives, and systems such as heat pumps, circulating pumps, cooling towers, and related equipment;
- Changes or services air filtering equipment and components;
- Cleans, services and adjusts natural gas boilers and water heating equipment;
- Establishes preventive maintenance programs and performs preventive maintenance for various heating and cooling components and systems;
- Repairs and maintains boilers, chillers, heat exchangers, and domestic water heating systems;
- Draws sketches or determines specifications for new or changes to existing heating, ventilation, and/or air conditioning systems;
- Estimates labor and material requirements of jobs;
- Reviews, inspects and makes recommendations on contracted work.

**Additional Functions**
- Maintains inventories of related stock items;
- May direct employees in the performance of heating, air conditioning, or related work;
- May supervise other staff in the performance of maintenance, trades, and crafts–related duties;
- Performs related duties as required.

**Job Requirements**
- Must be certified (section 608 or Universal) by the Environmental Protection Agency (EPA);
- Must possess a valid Idaho HVAC Journeyman license;
- 3 or more years of experience working as a HVAC journeyman;
- Commercial or light industrial experience preferred;
- Knowledge of commercial or institutional heating and cooling equipment preferred;
- Knowledge of direct digital control automation systems and operation;
- Knowledge of the operation, maintenance and repair of gas fired, electric and related cooling equipment;
- Knowledge of the principles and theories of air conditioning and refrigeration such as the refrigeration cycle, heat transfer laws, the use of refrigerant tables;
- Knowledge of pressure–temperature characteristics of different system types in order to locate and repair faulty equipment swiftly and to reduce inoperative time to a minimum;
- Knowledge of the principles of various standard methods of combustion;
- Knowledge of the various methods of distribution;
• Knowledge of environmental laws and regulations applicable to the use and handling of materials associated with heating and air conditioning systems;
• Skill in troubleshooting equipment;
• Skill in the use of hand tools and a wide variety of test equipment;
• Ability to understand and follow verbal and written instructions;
• Ability to read drawings, schematics, and service manuals;
• Ability to determine when parts and components should be cleaned and reinstalled, repaired, or replaced with new parts and components;
• Ability to set up and adjust equipment to minimize energy usage;
• Ability to perform the primary job responsibilities of the position safely;
• Ability to operate motor vehicles (including light trucks) safely.

**OTHER REQUIREMENTS**

• Must possess and maintain a valid Idaho driver’s license;
• Must pass a Sheriff’s Office security clearance (criminal records) check;
• May be required to assist with any or all of the duties performed by the Operations Department;
• The incumbent is subject to 24-hour call out;
• This position has been designated safety sensitive and therefore the incumbent is subject to random drug testing.

**WORK ENVIRONMENT AND PHYSICAL DEMANDS**

• The incumbent is required to move tools, equipment and testing devices;
• The work is normally performed at sites where most of the equipment can be reached from the floor or from ladders, occasionally platforms and scaffolding are used to reach parts of the system;
• Systems worked on are frequently in hard-to-reach places, therefore, stooping, stretching, bending, and kneeling takes place frequently;
• This position works in both indoor and outdoor working conditions and may be subject to various weather conditions;
• The incumbent is exposed to dust, hot water, cuts and burns, and may be exposed to concentrated amounts of refrigerant gases.

**DISCLAIMER**

To perform this job successfully, an individual must be able to perform the essential functions satisfactorily with or without reasonable accommodation. The above statements are intended to describe the general nature and level of work being assigned to this job. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of individuals in the job. This job description is not an employment agreement and/or an expressed or implied employment contract. Management has the exclusive right to alter this job description at any time without notice. Ada County provides Veteran’s Preference for all County jobs except for those deemed "key positions" in accordance with Title 65, Chapter 5 of Idaho Code.

**NOTE**

_Ada County reserves the right, at the discretion of the appropriate appointing authority, to waive any of the minimum qualifications for those applicants whose general or specific qualifications would otherwise qualify the applicant for the position or lead the appointing authority to believe that the applicant is capable of performing the assigned duties and fulfilling the assigned responsibilities. The hiring pay range may be appropriately adjusted based upon current and/or prior applicable Ada County employment experience._

* If you need reasonable accommodation to participate in and/or complete the county’s application process, please contact Human Resources at the phone number or address listed hereon. (TDD call 287-7979)