

ALLEGHENY COUNTY HOUSING AUTHORITY

625 STANWIX STREET, 12TH FLOOR, PITTSBURGH, PA 15222

Authority Position Available: HVAC MECHANIC

Date Posted: June 26, 2014

Definition: This 40 hour/week position, covered under a Collective Bargaining Agreement, reporting to the Facilities Manager, will perform skilled work in the installation, operation and maintenance of heating, steam/hot water boiler, forced air, heat pumps, and AC systems, and plant and building equipment. Responsible for a wide variety of maintenance and repair work. Work follows an established procedure but calls for independent judgment to keep plant or individual units and equipment operating.

Essential Job Functions

1. Maintains all types of heating and AC equipment.
2. Checks machinery for proper operations; makes adjustments and repairs.
3. Cleans boilers and prepares for State inspections.
4. Performs related work on warm air units.
5. Repairs, maintains and replaces HVAC systems/units, including but not limited to: central hot water and steam heating plants; central domestic hot water systems; central AC systems; heat pumps; individual window and/or wall AC units; individual hot air furnaces; individual combination heating and air units; individual apartment hot water heating boilers; individual free standing (approximately 80 gal.) domestic hot water heaters.
6. Must be able to troubleshoot, diagnose, repair, maintain and replace all related HVAC controls and components.
7. Must have and maintain Refrigerant Evacuation certifications.
8. Determines quantities and cost, and requests supplies orally or in writing.
9. Cleans and stores tools and equipment and cleans work sites.
10. Bends/stoops/climbs, walks, reaches and lifts/carries heavy objects or relevant materials and tools; twists torso 45° to 90° to perform essential functions; must be able to stand most of the work day; works in year-round weather conditions.
11. Maintains records and logs as needed to document work performed.
12. Performs other related duties incidental to the work described herein.
13. Ability to understand and follow oral and written instructions; must have basic literacy skills.
14. Must have and maintain a valid PA driver's license and use of a personal vehicle.
15. Must interact well with diverse individuals and groups.
16. Ability to communicate with people from a broad range of social and economic backgrounds
17. Must be physically able to access all units, common areas, buildings and grounds for work purposes
18. Must be able to work while standing or walking for extended periods of time
19. Must be able to use tools of the trade, as well as common office machines, including PCs, fax machines, etc.
20. Must be able to work in hot, cold, damp, or dusty areas, both inside and outside.
21. Must be able to come to work promptly and regularly.

Training and Experience: High school diploma or equivalent, with course work in skilled crafts or trades training. Demonstrated trade experience, or any acceptable combination of education, training, and experience that provides the above knowledge, ability and skills of the trade's standard practices, materials and processes.

Salary: \$23.45/hour (per CBA)

As a condition of employment, candidate must successfully pass a post-offer physical examination, drug screen and background security review, with regular full-time employment being contingent upon successful completion of a probationary period.

Frank Aggazio

Frank Aggazio, Executive Director

An ACHA employment application must be submitted for consideration. Employment applications may be obtained at the ACHA Central Office or on the web at www.achsng.com

MAIL APPLICATIONS WITH RESUMES TO ALLEGHENY COUNTY HOUSING AUTHORITY, LEGAL/HR DEPT., 625 STANWIX STREET, 12th FL., PITTSBURGH, PA 15222 or EMAIL to hr@achsng.com



AN EQUAL OPPORTUNITY EMPLOYER