The University of Texas at San Antonio

Job Description

Job Title:	Facilities Control Technician Leader
Code:	15302
Salary Grade:	61
FLSA Status:	Exempt
Department/Division:	Facilities Services
Reports To:	Utilities/Project Management Engineer

Summary

- Function: Provides technical support in the field of electronic, pneumatic, HVAC building automation controls, security, fire, and energy management systems.

- Scope: Responsible for the installation, maintenance, modification and repair of electronic, pneumatic, HVAC building automation controls, security, fire, energy management systems, and other related systems.

Duties

- Typical:
  1. Ensures the comfort and safety of the University environment by assisting and ensuring the operation/integrity of energy management and related communications systems to include installing and modifying HVAC building automation controls, security, fire, laboratory and fume hood controls; upgrading or modifying campus systems to provide current code compliance; and lead in troubleshooting and repairs of control systems; and Maintain software updates and associated hardware with building automation control systems; and upgrades or modifies systems to provide current code compliance.
  2. Supervise Facilities Control Technicians and Technical assistants to include prioritizing and delegating work assignments; and coordinating work of/with outside contractors.
  3. Supports development and updates of engineering documents/drawings for new and retrofit projects associated with HVAC building automation controls, security and fire systems.
  4. Maintains adequate inventory of equipment and maintain records to ensure minimum disruption of service to campus systems.
  5. Performs other duties as assigned.

- Periodic:
    1. Develops in-service training for FCMS technicians and support staff in the proper use of HVAC building automation controls, security, fire and energy management systems and trouble-shooting techniques.
    2. Attends conferences and workshops to keep up-to-date on the latest technology on environmental systems and their applications.

Education

Required	Preferred
Associate's degree in HVAC technology, electronics or engineering discipline.	Bachelor's degree in a related field.

Other Requirements

Required	Preferred
Ability to climb ladders and stairways and work on building rooftops of high elevation.	N/A
Ability to work in confined spaces such as ceiling, under floor crawlspaces, and manholes.	
Ability to lift up to 50 pounds above head and push/pull hand carts.	
Safe use of power and hand tools.	
Criminal Background Check (CBC) and valid driver's license with a driver's rating of 'good' as established by the UT system.	

Experience

Required	Preferred
Ten years of experience in the installation, repair, maintenance and operation of HVAC building automation controls, electrical, security, fire, and energy management systems.	Three years of "required" experience in a supervisory capacity.

Equipment

Required	Preferred
Knowledge in the use of digital/analog volt-ohm meters, P.C. tool, oscilloscope, scanner, amp probe, modems, PC, and related electrical, electronic and HVAC equipment.	N/A

Working Conditions

Usual	Special
Usual working conditions found in electrical, electronic or engineering working conditions. Some exposure to weather, high voltage, and potential biohazard conditions. Must be able to work evening and weekend trouble calls.	Proper safety and precaution must be closely observed when operating and repairing electrical, electronic and HVAC.

Supervision

Received	Given
General from immediate supervisor.	Provides general supervision to support staff.

Accuracy

Proficiency in all phases of work performed.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies and procedures are complied with.

Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.