



Opening Date: 7/30/2018  
Closing Date: Open Until Filled

## **Vacancy Announcement #32-18 Preventive Maintenance Mechanic II (E.S.A.)**

**SALARY: NEGOTIABLE**

**DC Residents Preferred**

### **EVENTS DC**

#### **Engage, Excite, Entertain.**

Events DC is the face of conventions, sports, entertainment and cultural events within our nation's capital. As the official convention and sports authority for the District of Columbia, Events DC leverages the beauty, history and diversity of the most powerful city in the world to attract and promote an extensive variety of events, resulting in amazing experiences for residents and visitors alike, and generating economic and community benefits for the city.

Our success comes by focusing on divisions that reflect three lines of business: Conventions and Meetings, Sports and Entertainment, and Special Events, where we make a range of strategic investments in the region's marquee sports, entertainment and cultural properties. Each division is driven by the desire to bring stellar events to Washington, DC by providing superior customer service to our clients and visitors.

### **SUMMARY DESCRIPTION**

As a Preventive Maintenance Mechanic II, Engineering Services Department, the incumbent performs routine preventive maintenance and mechanical work in the operation and maintenance of HVAC/Plumbing and accessory equipment including, but not limited to, hydronic hot/cold water distribution systems and their components, packaged and split systems, and air delivery systems. Performs equipment maintenance as follows: filter placement which requires knowledge of correct direction of air flow, grease bearings on AHUs and motors, inspection and replacement of belts, cleaning coils, advanced controls; economy, set back, humidification, pump troubleshooting & repair, VAV system operations, and analyze electrical systems, The Preventive Maintenance Mechanic II reports directly to the Facility Supervisor and/or Manager, Engineering Services or Manager's designee. The incumbent must also be able to work flexible hours, including days, evenings, nights, weekends and holidays.

### **EXAMPLES OF WORK ASSIGNED**

- Performs routine preventive maintenance as prescribed in operating procedures.
- Performs daily tours of mechanical space to ensure equipment is functioning.
- Monitors the operation of Building Automation and Fire Emergency Systems, noting current status, identifying potential problems and advising supervisor of concerns in order to implement corrective action.
- Maintains operating log and advises supervisor of any potential problems.
- Performs a variety of other tasks and duties as assigned.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Performs thorough inspections and preventative maintenance on a wide variety of equipment in accordance with manufacturer's recommendations. Assists HVAC Mechanic & Building Maintenance Mechanic. Lubricates bearings, replace and adjust belts and pulleys, cleans coils and Y-strainers, and replaces filters. Identifies potential problems and maintenance requirements and makes adjustments/repairs to return

systems/components to specifications. Operates power-driven machinery such as electrical drills, pneumatic-powered wrenches, etc. Uses common tools and equipment in servicing equipment. Lubricates equipment and replacement parts. Cleans work area and equipment. Makes entries to work orders and orders materials as needed.

### **SKILLS, KNOWLEDGE AND ABILITIES**

- Knowledge of pneumatic control systems and electronic controls for HVAC equipment.
- Knowledge of Variable Air Volume (VAV) and constant volume HVAC systems.
- Demonstrates knowledge of fundamental equipment operation, repair and inspection techniques.
- Ability to utilize the necessary tools used in the HVAC trade.
- Ability to read and interpret blueprints, and electrical schematics.
- Ability to work independently and exercise proper judgement in handling incidents and routine matters.
- Operating test equipment common with HVAC work including volt & amp meter, completing and following written and computerized maintenance tickets.

### **PHYSICAL EFFORT**

The work requires a considerable amount of standing, stooping, bending, kneeling, climbing, and working in tiring and/or uncomfortable positions. The incumbent may work from ladders and scaffolding. When operating equipment, the worker may be under a great deal of strain from constant reaching, bending, turning, and moving of hands, arms, feet, legs, and by the vibration and jerking of the equipment. The incumbent carries, lifts, and handles parts and equipment weighing up to 100 pounds.

### **WORKING CONDITIONS**

Organize all work detail (work performed, service recommendations, etc.) and complete an accurate work ticket. Submit all paperwork to the supervisor at completion of each day's work

The work is performed inside and outside with exposure to all kinds of weather. The work area maybe dirty, wet, dusty, and greasy, with inadequate lighting, heat, or ventilation. Incumbent is subject to cuts, abrasions, burns, broken bones, electrical shock, infections, bites, exposure to inhalation or harmful chemical fumes, irritation of eyes, skin and respiratory tract, and the hazards of operating power tools and equipment. Discomfort is encountered when wearing protective clothing, gloves, or eye goggles.

Safety-related work practices shall be employed to prevent electric shock or electrical contacts, when work is performed near or on equipment or circuits which are or may be energized. Live parts shall be de-energized before the employee works on them unless it can be established that de-energizing introduces additional or increased hazards or is not feasible due to design of equipment or operational limitations. If exposed live parts are not de-energized for the above reasons, other safety practices shall be used to protect employees. Only qualified persons may work on energized circuits or equipment. They shall be capable of working safely on energized circuits and be familiar with the proper use of special precautions, personal protective equipment, insulating and shielding materials, and insulated tools.

### **CUSTOMER SERVICE**

- Present a professional, positive and helpful attitude at all times when interacting with customers and co-workers. Exhibits an understanding of Human Relations and functions as a "team player."
- Observe additional maintenance needs requiring attention and report those to the appropriate supervisor.

### **CORE COMPETENCIES (OPERATIONS LINE STAFF)**

- Job Knowledge and Technical Expertise
- Oral & Written Communication
- Workplace Safety
- Organizational Awareness

- Initiative

### ADA ESSENTIAL FUNCTIONS

- Ability to walk extended distances and climb stairs to access the interior and environs of the Center.
- Ability to read and write instructions, floor plans, forms and other written material.
- Ability to converse orally and utilize standard telephones and two-way radios to receive and communicate information to staff and customers
- Ability to lift, push, pull and manipulate equipment and objects weighing upwards of 100 pounds.

### MINIMUM QUALIFICATIONS

- High School Diploma or equivalent.
- Five (5) years of experience as a Preventive Maintenance Mechanic and monitoring energy management systems.
- Valid Motor Vehicle Operator's License.

### DESIRABLE QUALIFICATIONS

- EPA Refrigeration Certification.

### REQUIREMENT

- All positions require candidates to successfully complete our background screening process

**In an effort to protect our environment from paper waste all candidates must apply on-line on our website:**

**<http://careers.wcsa.com/employment/application.aspx>**

Computers are available in the Labor and Contractor Office (Access Control) at 1116 7th Street NW

Monday – Tuesday and Friday – 7:00 a.m. – 11a.m.

Wednesday and Thursday – 8:30 a.m. – 3:00 p.m.

**Washington Convention & Sports Authority T/A Events DC  
Human Resources Department  
801 Mount Vernon Place, NW  
Washington, DC 20001**

**All candidates will be considered without regard to race, color, religion, sex, age, national origin, marital status, disability or sexual orientation.**