



Opening Date: 5/8/2018  
Closing Date: Open Until Filled

## **Vacancy Announcement #44-18 HVAC Mechanic III**

**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**

The incumbent of this position requires an engineering background and performs skilled mechanical work in the operation and maintenance of HVAC and accessory equipment including, but not limited to, hydronic hot/cold water distribution systems and their components, packaged and split systems, along with air delivery systems; responsible for troubleshooting equipment to component level. Perform EPA related tasks in compliance with regulations. The incumbent is responsible for the operation and maintenance of HVAC building systems. The incumbent reports directly to the Supervisor and/or to the Assistant Manager of 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 repairs on HVAC equipment and related controls.
- Performs daily tours of mechanical space to insure equipment is functioning.
- Performs routine preventive maintenance as prescribed in operating procedures.
- 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 electrical repairs as described in operating procedures
- Performs a variety of other related tasks and duties as assigned.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Regularly monitor the operation of the facility through the combined use of any computerized Building Management Systems provided and by frequent physical inspection. Identify and correct any operational abnormalities involving temperature, flow, humidity, pressure, emissions, odors, noises, and ventilation to ensure maximum occupant comfort levels and operational efficiency. Perform routine area cleaning, housekeeping in designated mechanical area's filter changes and adjustment / calibration of all HVAC equipment. Use schematics, blueprints, O&M literature, or other design specification information as required. Troubleshoot and repair HVAC equipment. Perform preventative maintenance tasks as directed, Complete and document repairs as needed in an effective, timely, and efficient manner. Monitor the critical alarms via the Building Maintenance System. Responds and takes necessary corrective action to mitigate and restore normal operation in a timely and effective manner. Makes entries to work orders and orders materials as needed.

## **SKILLS, KNOWLEDGE AND ABILITIES**

- Knowledge of pneumatic control systems and electronic/electrical 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 troubleshoot and repair HVAC equipment.
- Ability to read and interpret blueprints, and electrical schematics.
- Ability to work independently and exercise proper judgement in handling incidents and routine matters.

## **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**

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.

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

- 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.
- Four (4) years of experience performing HVAC work.
- Valid Motor Vehicle Operator's License

### **DESIRABLE QUALIFICATIONS**

- Completion of HVAC training courses.
- 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.**