

Position Title:	Thermal Storage Specialist	PCN:	16014064
Department/School:	Facility Maintenance & Asset Management	Location/Address:	3999 Bridgeview Drive
Reports to(Title only):	Master Foreman HVAC	Work Hours	7:00 am to 3:30 pm
Salary/Position Category:	☐ Non-Certified Administrator ☐ Certified Administrator ☒ Non-Exempt Hourly ☐ Teacher		
Position type/ Grade (to be completed by HR)	B24	Position # of days	240
Travel Required	None	FLSA Status	☐ Exempt ☒ Non-exempt

Job Description

JOB PURPOSE/REASON:

Under general supervision, perform skilled work involving the installation, modification, inspection, troubleshooting, maintenance and repair of Thermal Energy Storage (TES) systems, heating, ventilation, air conditioning, refrigeration equipment and DDC control systems. Employee functions at master-level to perform highly complex work with considerable independence, and more difficult work under direct guidance and supervision of the HVAC Master Foreman. Must have knowledge of Thermal Energy Storage theory, the ability to understand, trouble shoot, program and commission TES system.

REQUIRED QUALIFICATIONS:

EDUCATION: ☒ High School Diploma or Equivalent ☐ Associate's Degree ☐ Bachelor's Degree
 ☐ Master's Degree ☐ Other

EXPERIENCE & TRAINING:

Seven (7) years comparable experience. Twelve (12) years if Journeyman-level training program was not completed.

LICENSING/CERTIFICATION:

EPA certified in refrigerant recovery.

OTHER SKILLS/REQUIREMENTS:

Skills in diagnosing and correcting routine to complex mechanical problems of HVAC and refrigeration equipment to include:

- Hands-on experience with Thermal Energy Storage installation and maintenance.
- Considerable knowledge of water source heat pumps, boiler, and chillers.
- Knowledge of local building codes and regulations as they relate to HVAC.
- Installing electrical connections, supply lines and cables.
- Installing air supply ducts, pressure reduction, expansion, evaporator, and stop valves.

PREFERRED QUALIFICATIONS:

Vocational/Technical training

Mechanical contractor license or HVAC Master level certification.

SUPERVISION RESPONSIBILITY (IF APPLICABLE):

Direct Reports: 0 # of non-exempt/classified 0 # of exempt/administrators/teachers

Indirect Reports: 0 # of non-exempt/classified 0 # of exempt/administrators/teachers

PRIMARY POSITION RESPONSIBILITIES:

Liaison with construction management firms, contractors, and commissioning agent to assure new building's HVAC systems perform as designed – 10%.

Provide installation inspections of all HVAC systems during construction projects. Coordinate final inspections and equipment start-up with equipment's factory representative, test and balance contractor, and commissioning agent – 10%.

Develop and implement a comprehensive maintenance program for Thermal Energy Storage Systems, that will ensure optimum performance and maximum service life to include: – 30%

- Inspections of exterior frame and panels for signs of corrosion or any unusual conditions.
- Inspections of interior of the unit for signs of scale formation, corrosion, or biological growth on tube bundle.
- Checks of the water level in the tanks at seasonal start-up and periodically during the operation season.
- Monitoring and testing of water conditions in hot water and chilled water systems using chemical treatment and glycol. Draw samples of the glycol solution from the system and check the concentration using a refractometer. If necessary, adjust the concentration using the proper type of industrially inhibited ethylene or propylene glycol.
- Periodic verification that all operating controls, safeties, sensors, and float switches are working correctly and set in accordance with operation and maintenance manuals.

Perform maintenance and service repairs on hot water and chilled water piping, along with air and hydronic balancing – 10%.

Perform maintenance and service repairs on pumps, variable frequency drives, soft starts and speed controls – 10%.

Connects motors, compressors, temperature controls, humidity controls and circulating-ventilation fans to control panels and connects panels to power source – 10%.

Mounts compressors and condensing units on platform or floor, using hand tools, following blueprints and engineering specifications – 10%

PRIMARY POSITION RESPONSIBILITIES, CONTINUED:

SECONDARY POSITION RESPONSIBILITIES

Maintains cleanliness and efficiency of cooling motors and equipment – 5%.
Recovers refrigerant according to Department of Environmental Protection regulations – 5%.

This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements, efforts, or working conditions associated with the position. While this description is intended to be an accurate reflection of the current position, management reserves the right to revise the job or to require that other or different tasks be performed when circumstances change (e.g., emergencies, change in personnel, work load, rush jobs, or technological developments). Attach additional page(s) as needed.

PHYSICAL/MENTAL REQUIREMENTS:

Must be able to exert up to 50 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

Must possess strength, stamina and mobility to perform physical work. Must be willing to perform all related HVAC repair duties. Ability to operate manual and electric tools and diagnostic equipment, e.g., welding equipment, recovery equipment, gauges, and torch. Must be licensed to operate motor vehicles within the state of SC.

Sedentary Work: N/A

Stress Level: Must possess skills to meet deadlines for time sensitive projects.

Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with emergency situations.

NOTE: The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of essential functions, responsibilities or requirements. This job description must not be misconstrued as a promise of employment, nor deemed as an employment contract.

Department Head		Date	
Associate/Chief/Executive Director		Date	
Superintendent (if applicable)		Date	
Human Resources		Date	