

**Sandusky County
Facility Management**

Facility Management is seeking a Full-time Maintenance Repair Worker III - HVAC.

AN EXAMPLE OF ACCEPTABLE QUALIFICATIONS: Completion of secondary education, certifiable training (through an apprentice program or trade school) or 10 years validated experience in HVAC with basic knowledge and experience in the remaining skilled trade areas.

LICENSURE OR CERTIFICATION REQUIREMENTS: Must possess a valid Ohio driver's license with an acceptable driving record, Certified or working to obtain certification as a State Refrigerant Recover Agent; Certified or working to obtain certification as an HVAC Technician.

WORK DUTIES MAY INCLUDE Inspects HVAC and electrical systems to ascertain causes of malfunction, determines defects and makes repairs as necessary; installs or assists in the installation of new systems as required; reads and interprets blueprints, schematics and drawings or makes drawings as required; ensures that installations and repairs are in compliance with various city, county and state codes; set, adjust and calibrate controls on HVAC and electrical systems; performs preventative maintenance on HVAC equipment; maintenance, repair and service of boilers/heating units; ability to follow OSHA regulations and internal safety procedures; carry a radio and required to be "on call" as assigned. Repairs and/or replaces plumbing fixtures (e.g. sinks, commodes water heaters, hot water tanks); cuts and threads pipe; joins pipes by use of threaded fittings , solder, plastic solvent and caulks joints; repairs and maintains plumbing. Installs new water and drain lines. Picks up materials and supplies; secures buildings by locking doors and windows; sweeps and mops floors; performs minor routine maintenance and repair functions such as change oil/cleans filters; operates light motorized equipment related to year round grounds keeping (e.g. tractor, cars, trucks. lawn mowers and plows, etc.); snow removal, cuts grass; trims bushes; hauls dirt; spreads salt for ice control; performs other landscaping work; maintains County buildings and grounds; delivers stock to various locations within the county; moves and rearranges furniture; cleans and maintains general orderliness of utility areas. Prepares cost estimates, preventative maintenance reports, and other related reports showing need for work; maintains record of all jobs completed; purchases and/or order supplies and equipment needed to perform duties of job; maintains and repairs tools and equipment as required; completion and maintenance of EPA compliance reports; may provide work direction to one or more helper in any of the aforementioned areas. Interested applicants may apply by application to Sandusky County Human Resources, 622 Croghan St., Fremont, Ohio 43420.

Deadline for applications is 7/29/2016 or until filled. EOE