



## **BOILER SPECIALIST**

### **GENERAL RESPONSIBILITIES**

This position is responsible for performing skilled work in planning, analyzing, and performing complex maintenance repairs on chill water pumps, gas-fired boilers, and related systems.

### **ESSENTIAL FUNCTIONS**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Monitor and control boilers and gas fired equipment using the DDC programs.
- Advise craftsman on boilers, gas fired equipment, hot and chill water pumps, spray pumps and heads, hot and cold-water loop systems, cooling towers, and associated equipment with problems and upgrades.
- Monitor the life cycle of boilers and gas fired equipment and make recommendations to the supervisor when replacement is needed.
- Conduct hands-on inspections of boilers, pumps and other related systems; recommend modifications or replacements for efficient operation of systems.
- Review and provide designs/specifications for replacements or addition to systems, as needed.
- Install and/or maintain Gas-fired boilers and water heaters, gas-fired roof top equipment, hot and chill water pumps, spray pumps and heads, hot and cold-water loop systems, and cooling towers and associated equipment.
- Provide preventative maintenance, troubleshooting and repair on gas-fired boilers, pumps, and related equipment; recommend scheduling for major installations and repair projects.
- Orders material and equipment comparing quality and price
- Manage boiler and gas fired equipment contracts
- Provide direction to assigned staff to ensure all tasks are completed promptly and accurately.
- Schedule and supervise contractor's work related to system repairs; recommends approval for payment at completion of job.
- Provide technical assistance to administrators, supervisors, and craftsmen regarding repairs and maintenance.
- Respond to emergency after-hours calls for troubleshooting and assisting other Craftsmen.
- Cooperate and work with State and other inspectors to ensure systems comply with codes, as required.
- Coordinate and seeks opportunities for professional growth for members of the boiler team.
- Participate in professional development and training.
- Performs any other duties as required

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

Thorough knowledge of the common practices, tools, terminology and safety precautions of a trade; knowledge of the use and characteristics of common building materials; ability to use and operate tools and machinery associate with trade; thorough knowledge of hazards and safe precautions associated with the trade; ability to plan, organize and successfully complete multiple, unrelated simultaneous projects; ability to provide and follow oral and written instructions; demonstrate leadership and organizational skills; ability to estimate material and time required for various jobs; ability to interpret technical documents, drawings, blueprints, etc.; ability to establish and maintain effective working relationships with associates. Proficient in the use of computers and job-related software.

### **EDUCATION AND EXPERIENCE**

#### **Required:**

High School Diploma or GED.

C.F.C (chlorofluorocarbon) License.

Completion of vocational courses or any combination of experience and training that provide the required knowledge, skills, and abilities.



**Preferred:**

Master's Mechanical and/or Gas-fitters license.

Seven (7) years' combined education and experience in the trade.

A comparable amount of training and experience maybe substituted for the minimum qualifications.

**PHYSICAL REQUIREMENTS**

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public using the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls.

Frequent walking, standing, bending, stooping, crouching, grasping, fingering, repetitive motion, reaching, and driving. Occasional sitting, balancing, climbing, kneeling, and crawling. Work involves moderate exposure to unusual elements such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, extreme vibrations, hazards such as moving vehicles, electric current, exposure to chemicals, moving mechanical parts, etc. and/or loud noises. Ability to lift up to 50 pounds frequently and over 50 pounds occasionally. Requires timely and regular adherence to established work schedules.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

**SPECIAL REQUIREMENTS**

Possession of a valid driver's license

Regular and reliable attendance is an essential function of this position.